

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

<b>Cluster Area <span style="background-color: yellow;">CI</span>: General Supervision</b>	
<b>Question:</b>	Is effective general supervision of the implementation of the Individuals with Disabilities Education Act ensured through the Lead agency's (LA) utilization of mechanisms that result in all eligible infants and toddlers and their families having an opportunity to receive early intervention services in natural environments (EIS in NE)?
<b>Probes:</b>	<p><b>GS.I</b> Do the general supervision instruments and procedures (including monitoring, complaint and hearing resolution, etc.), used by the LA, identify and correct IDEA noncompliance in a timely manner?</p> <p><b>GS.II</b> Are systemic issues identified and remediated through the analysis of findings from information and data collected from all available sources, including monitoring, complaint investigations, and hearing resolutions?</p> <p><b>GS.III</b> Are complaint investigations, mediations, and due process hearings and reviews completed in a timely manner?</p> <p><b>GS.IV</b> Are there sufficient numbers of administrators, service coordinators, teachers, service providers, paraprofessionals, and other providers to meet the identified early intervention needs of all eligible infants and toddlers and their families?</p> <p><b>GS.V</b> Do State procedures and practices ensure collection and reporting of accurate and timely data?</p>
<p><b>State Goal:</b> (for reporting period July 1, 2003 through June 30, 2004):</p> <p>Tennessee's system of general supervision ensures that all Part C eligible infants and toddlers and their families have opportunity to access appropriate early intervention resources and services in their natural environment/s to support achievement of their individually specified outcomes.</p>	

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**Performance Indicator(s):** (for reporting period July 1, 2003 through June 30, 2004):

**GS.I.A.** Monitoring instruments and procedures developed and utilized by the Lead Agency for general supervision provide adequate information and data to support identification of strengths and non-compliance in the State's Part C system.

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**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 and Attachment 2 when completing this cell.)**

GS.I The Part C Monitoring/Data Coordinator has continued to monitor progress on District Corrective Action Plans (CAP) based on the previous monitoring process. This review process will continue to be utilized as the new process is being phased in.

In addition, processes for increased monitoring of status and progress in specific areas (e.g., IFSP timelines and transition) were developed and implemented from the State office on an ongoing basis through the current data system. Issues related to data errors or lack of clarity were identified and addressed with TEIS Project Coordinators (state-wide meeting every other month) and Contract Coordinators (quarterly meetings). Complaints and concerns reported at the local level are included in the data review process.

Instruments and Procedures:

The revised system for monitoring was introduced in June 2004 and focused heavily on self-assessment (data analysis and reporting at the local level) with technical support throughout the process from the Infant-Toddler Consultants from the Lead Agency and Quality Assurance Personnel from the TN Division of Mental Retardation Services. This system was also designed to be consistent with the State's Part B monitoring system to facilitate collaboration between the two systems. Instruction and procedures for the revised system established a system-wide 1-year timeframe for resolving all areas of non-compliance. Statewide training to introduce the process and technical support was provided by the Regional Infant-Toddler Consultants from the Lead Agency and Quality Assurance Personnel from the TN Division of Mental Retardation Services in preparation for implementation of the new system. A schedule was established for implementation of the system as follows:

TEIS Districts	Initiate Local Self-Assessment	Self Assessment Report Due	Completion of Lead Agency Review and Response
1. Greater Nashville 2. North West 3. First Tennessee	September 2004	April 15, 2005	July 2005
4. Upper Cumberland 5. East Tennessee 6. Southwest	September 2005	April 15, 2006	July 2006
7. Memphis Delta 8. South Central 9. South East	September 2006	April 15, 2007	July 2007

Instruments for the new monitoring system were finalized by the Monitoring Revisions Committee. Copies of the new instruments and supporting process documents are available at [www.state.tn.us/education/teishome.htm](http://www.state.tn.us/education/teishome.htm). A Program Improvement Plan (PIP) is required, at a minimum, for any area that is found to be out of compliance based on district/agency data during the self-assessment..

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**1. Baseline/Trend Data: continued**

Procedures for Timely Correction of Non-Compliance:

- Ongoing data verification, by district, has been conducted to determine accuracy of current baseline and to provide clarification of issues impacting achievement of compliance with the 45-day timeframe for conducting the initial IFSP meeting.
- The requirement for improvement in timelines has been presented to the SICC, LICCs and district personnel to ensure a high awareness level regarding compliance requirements for this area.
- Regional Infant-Toddler Consultants have provided training and technical assistance to local districts in developing plans for improvement in data collection, analysis, and reporting to identify specific barriers to meeting the 45-day timeline.

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

- Continued review of progress reports for local CAP will reflect compliance by all Districts by achieving a score of 90% or above on all items in the Part C monitoring document within one year of the LA approval of their CAP. The LA established a 90% standard as acceptable for compliance because best-practice items included in the monitoring document were weighted the same as compliance items.
- Review and update of the State's Part C monitoring system, including instruments, procedures and guidance documents will be completed through the Part C Monitoring Revisions Committee with ongoing stakeholder input at the local level.
- Standard training will be developed and conducted state-wide on accessing Procedural Safeguards to ensure that families and programs are fully informed regarding family rights under Part C and the procedures for accessing those rights.

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

Progress:

- Local districts have continued to show improvement on CAPs through ongoing review and submission of annual updates.
- The State, through the work of a broad stakeholder group and with technical support from the National Early Childhood Technical Assistance Center and MidSouth Regional Resource Center, has completed the process of revision of the Part C monitoring system. The system now focuses heavily on local self-review through utilization of local stakeholder input and decision-making based on local data.

Slippage:

- While there has been improvement in the percentage of initial IFSP meetings conducted within 45 days (see CEI.3), the state has not attained 100%. The State has completed a training module for training on procedural safeguards which is currently in the approval process with the Department; however, statewide training has not occurred.

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**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

Instruments and Procedures:

- An introductory pilot utilizing the Child Find and Transition sections will be conducted in the Greater Nashville TEIS District in July 2004 to identify any further process areas that may need to be addressed.
- The Self-Assessment process will be fully implemented in three TEIS Districts in September 2004.
- Procedures for desk audit, triggers for on-site verification, and levels of verification will be finalized and will have completed the Department's approval process by April 2005.

Timely Correction of Non-Compliance:

- The State will achieve 100% compliance with the 45-day timeline for initial IFSP meetings by July 1, 2006.
- The draft schedule of triggers for focused intervention and sanctions for on-going non-compliance will be finalized and approved by the Lead Agency.
- All areas identified as non-compliant through the local Self-Assessment monitoring process will be remediated within one (1) calendar year from the date that the Lead Agency approves the Program Improvement Plan (PIP).
- TEIS District Offices, in conjunction with the LICC, will develop and submit local plans for ensuring that initial IFSP meetings are conducted in compliance with the 45-day timeline established by IDEA as well as any other concern identified through the on-going review of data by the state office. These plans will identify barriers unique to the specific district.
- Certificates of achievement from the Assistant Commissioner of Special Education, along with recognition in the Early Edition newsletter, will be provided to Districts upon attainment of 100% compliance with the 45-day timeframe for initial IFSP meetings.
- Quarterly reports reflecting status on timelines for specific activities in the initial IFSP process, by service coordinator, will be compiled by TEIS District Project Coordinators and submitted to the State office for review and analysis by the State Part C Data Coordinator. Clarification of reasons for delay of the initial IFSP meeting beyond 45 days will be required.

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

Instruments and Procedures:

- Continue local implementation of the self-assessment phase of the revised monitoring system.
- Districts will incorporate areas identified in progress reports on existing CAPs, when applicable, in the self-assessment and program improvement planning process.
- Continue refinement of procedures for desk audit, validation, and on-site verification and obtain Departmental approval.
- Continue ongoing process of review of standard and targeted data reports at the State office.
- Finalize approval of training module on procedural safeguards and collaborate with the State's Parent Training and Information (PTI) to develop an on-going training calendar.

Timely Correction of Non-Compliance:

- TN Division of Special Education Office of Early Childhood personnel will generate an in-house action plan for implementation and tracking of activities outlined in the APR and local PIPs. Staff will meet quarterly to review status and update activities.

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**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Completion of Self-Assessment and Lead Agency approval process in three TEIS districts; April 2005. Initiation of Self-Assessment in three additional districts; June 2005 – State Infant-Toddler Consultants and Division of Mental Retardation personnel.
- Approval of training module on procedural safeguards and issuance of training schedule; June 2005 – TN Dept. of Education personnel; Division of Special Education Office of Early Childhood Director.
- Development of APR work plan; April 2005 - Division of Special Education Office of Early Childhood personnel

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Performance Indicator(s): (for reporting period July 1, 2003 through June 30, 2004):

**GS.1.B.** Data from multiple sources, including monitoring, complaint investigations, mediations, and hearing resolutions are synthesized and analyzed to identify areas of strength and non-compliance.

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**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 and Attachment 2 when completing this cell.)**

The Lead Agency continues to utilize multiple data sources in evaluating the performance of the Part C system. Extensive work was done during this reporting period to verify data accuracy and work to address areas of incomplete data, areas where data errors are occurring, areas where there are gaps in data, and to ensure consistent interpretation of data elements. Extensive work has also occurred in pursuit of the development of a new web-based Part C data system. The primary areas of verification for this reporting period have been 618 data reporting, collection and reporting of transition activities, and data reflecting activities leading to the initial IFSP meeting. Lead Agency personnel have worked to develop specific report formats in these areas. Key data sources utilized in this reporting period include:

618 Data:

- Infant-Toddler Consultants from the Lead Agency conducted extensive state-wide training regarding appropriate interpretation and submission of 618 data. On-site verification was also conducted to clarify situations where there were questions regarding data accuracy. It was determined that the accuracy of data was substantially improved from the previous reporting year; however, this also resulted in a significant reduction in the state's child count for this reporting period (see Table CE.1-3)

TEIS Quantitative Data:

- Compiled operational reports, both district and state-wide, are generated through Quantitative Data by the TEIS Data Contractor bi-annually or more frequently as requested by the Lead Agency. Targeted tracking of issues and modifications to the data system to promote clarity and accuracy has been the primary focus in this reporting period. The timeliness of initial IFSPs is one area that has been closely tracked utilizing the Quantitative Data System. Information from these data sources was also utilized to support a focused review of transition activities (see Table CV,-5)

US Census Data:

- US Census data has been utilized to evaluate the impact of Child Find activities, appropriate identification of language groups, and to establish comparative data on numbers of children determined eligible at the county level. This data is being analyzed and reviewed at the state level and distributed at the local level by the Infant-Toddler Consultants for local self-assessment and planning (see Table CC.1-2).

Part C Monitoring Data (including focused monitoring data):

- Progress reports based on CAPs are utilized in tracking performance at the local level. Data collected in a focused monitoring regarding timeliness of initial IFSP meetings provided status information for each TEIS district and identified specific issues impacting timelines. This information was presented to TEIS Points of Entry and LICCs by Regional Infant-Toddler Consultants.

Family Input:

- Family feedback was obtained through the Pathways study conducted by the University of Tennessee and Tennessee Technological University. Preliminary analysis of the data from the study indicates that families view Tennessee's Part C system as family centered and efficient in meeting their needs. (See Family Centered Services Cluster)



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**1. Baseline/Trend Data: (continued)****Procedural Safeguards Data:**

The number of formal complaints by parents remains very low; however, the number of complaints increased by 2 (from 3 to 5) during this reporting period. The following is an analysis of the complaints filed with the Lead Agency during this reporting period.

Table GS.I.B. - 1

Area	Against	Issue	Findings/Results
East TN	Part C Service Provider	Failure to provide for confidentiality of, and access to, records	Valid. Resolved through written agreement at the local level, including development and submission of written policies and procedures, facilitated by the ET Regional Infant-Toddler Consultant.
Middle TN	TEIS Point of Entry	Failure to provide all attachments for assistive technology device.	Attachments were provided.
Middle TN	Part C Service Provider	Failure to fully implement IFSP resulting in child regression	Valid. Staff changes resulted in poor tracking and communication. Technical assistance by Lead Agency and TN Division of Mental Retardation Services. Agency required to submit plan for addressing situation in the future.
Middle TN	Part C Service Provider	Not pleased with service provider	Did not constitute a compliance issue under IDEA.
Middle TN	Part C Service Provider	Family contention that service provider acted unprofessionally and didn't follow family's instructions	Did not constitute a compliance issue under IDEA

There were no Due-process hearings or mediation requests in this reporting period.

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

- Review of State's data system to determine whether revisions can be made to promote a more comprehensive system that is readily accessible at the State office.
- Final analysis of data from focused monitoring of timeframes for initial IFSP meetings will result in State and Local Plans to address the issue.
- Revised monitoring system will increase emphasis utilization of data for self-assessment and clarification of local issues.

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**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

Progress:

- The accuracy of 618 and Quantitative Data has improved.
- Modifications to the Quantitative Data system has provided clarity and additional information in key areas
- Analysis and reporting of focused monitoring data on timeliness of initial IFSP meetings has resulted in the development of local plans to facilitate improvement.

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Local self-assessment reports and program improvement plans provide data for identifying and tracking local and systemic issues that result in non-compliance
- 618 and Quantitative Data continues to improve in clarity and accuracy and is reported in a timely manner
- The Lead Agency installs a web-based data system to provide more immediate access and tracking of key elements of system performance
- Family input is gathered on an on-going basis utilizing new survey document/s and procedures
- Implementation of local improvement plans will result in 100% compliance, by district, with emphasis on timelines for initial IFSP meetings.

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Continue training and technical assistance activities to ensure provider understanding of data collection and reporting
- Pursue development of web-based data system through TN General Supervision Enhancement Grant (GSEG)
- Develop procedures and survey for gathering family input (preferably through data system) incorporating information issued through the National Special Education Accountability Monitoring Center on family participation surveys

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Training and TA – ongoing – Lead Agency personnel
- Development of web-based data system – December 2005 – GSEG/Mid-South Regional Resource Center and national data consultants, TN Dept. of Education personnel, Contracted data system developer
- Revised family survey and procedures – December 2005 – TN DOE personnel

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<p><b>Performance Indicator(s): (for reporting period July 1, 2003 through June 30, 2004):</b></p> <p><b>GS.II. Are systemic issues identified and remediated through the analysis of findings from information and data collected from all available sources, including monitoring, complaint investigations, and hearing resolutions?</b></p>
<p><b>1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 and Attachment 2 when completing this cell.)</b></p> <ul style="list-style-type: none"> <li>Procedures for a comprehensive Part C Monitoring system are in place.</li> <li>Multiple data sources are utilized in the monitoring process and includes the State's Quantitative Data system and 618 Data.</li> <li>The structure of the monitoring system includes collaborative monitoring among the TN Department of Education, TN Department of Health and TN Division of Mental Retardation Services</li> <li>DOE Part C monitoring coordinator, and early intervention consultants conduct monitoring activities, and provide technical assistance, as needed, to correct non-compliance.</li> <li>All nine districts submitted Corrective Action Plans (CAP) in response to areas where there were initial findings of IDEA non-compliance as of June 30, 2004.</li> <li>All nine districts have submitted progress reports as June 30, 2004.</li> <li>As of June 30, 2004, statewide monitoring data, including progress reports, reflects overall average performance status of 90%. This is up from an average of 73% at initial monitoring.</li> </ul>
<p><b>2. Targets: (for reporting period July 1, 2003 through June 30, 2004):</b></p> <ul style="list-style-type: none"> <li>Initiate the development of a data system that is more comprehensive that is readily accessible through the TN DOE State office.</li> <li>State and local plans based on the analysis of data from the Lead Agencies focused review of timeframes and primary reasons for delay will result in improved percent of initial IFSP meetings held within 45 days.</li> </ul>

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**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- Agencies and Districts continue to submit CAP progress reports from initial monitoring to address areas of non-compliance.
- All areas of monitoring findings have shown significant improvement through remediation as reflected in CAP District progress reports. As of June 30, 2004, three districts had not reached the 1 year milestone for submission of progress which includes Memphis Delta, South East, and East Tennessee. The statewide averages are based on the remaining six districts that have had CAP plans for one year or more.

**Table GS.II – 1: Statewide averages**

Cluster Monitored	Initial Monitoring Findings	Current Monitoring Findings based on CAP District progress reports as of June 2004
Public Awareness and Child Find	75%	95%
Evaluation/Assessment	67%	94%
IFSP	60%	94%
Service Coordination	84%	93%
Transition	59%	90%
Procedural Safeguards	74%	95%
Family Centered Services	73%	90%
Personnel	83%	90%
Monitoring and Licensure	83%	97%
Total Percentage	73%	93%

- 3 Districts have begun full implementation of the new monitoring self-assessment process.

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<p><b>4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):</b></p> <p>See timelines established for 100% compliance within 1 year for initial IFSPs completed within 45 days of referral (EIS in the NE) and transition conferences (Early Childhood Transition).</p>
<p><b>5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):</b></p> <ul style="list-style-type: none"> <li>• Implementation of new data system, Tennessee Early Intervention Data System (TEIDS) to track compliance of IDEA</li> <li>• Program Implementation Plans will be required to submit plans which ensure that non-compliance is corrected within 1 year of identification.</li> </ul>
<p><b>6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):</b></p> <ul style="list-style-type: none"> <li>• Continue training and technical assistance to agencies and districts regarding the monitoring process, including the requirement of correction of non-compliance within 1 year of identification (Sept-April 2005/2006) by DOE regional early intervention consultants.</li> <li>• Development of web-based data system – December 2005 - GSEG/MidSouth Regional Resource Center and national data consultants, TN Dept. of Education personnel, Contracted data system developer</li> </ul>

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**Performance Indicator(s):** (for reporting period July 1, 2003 through June 30, 2004):

**GS.III.** Lead Agency procedures and practices ensure that complaint investigations, mediations, and due-process hearings are completed in a timely manner.

**1. Baseline/Trend Data:** (for reporting period July 1, 2003 through June 30, 2004. *Use Attachment 1 when completing this cell for GS.I.*):

Tennessee continues to have a very small number of formal complaints; however, there has been a slight increase over that past three reporting periods. For FY 2003-2004, four of the five complaints filed were fully resolved within the 60-day timeline.

**Table GS.III - 1**

Year	# Days File to Closure	Findings Yes/No	Issue	Region	District
2001-20002					
1.	16	N Resolved Locally	Alleged Denial of Timely Service/ABA	ET	02
2.	41	Y	Alleged denial of service/ABA	MT	06
2002-2003					
1.	67	N	Alleged denial of service/Private Preschool	MT	04
2.	61	N	Alleged denial of service/Share support for childcare/ full-time aide in child care.	MT	05
3.	21	N Resolved Locally	Alleged denial of service/ABA	ET	02
2003-2004					
1.	27	Y	Failure to ensure confidentiality of records and provide appropriate family access	ET	02
2.	41	Y	Failure to provide full service – Assistive Tech.	MT	04
3.	75	Y	Failure to implement IFSP provisions	MT	05
4.	48	N	Issue did not constitute compliance issue under IDEA	MT	05
5.	34	N	Issue did not constitute compliance issue under IDEA	MT	05

**2. Targets:** (for reporting period July 1, 2003 through June 30, 2004):

- All complaints are investigated and resolved within establish timeframes (60 days from date of filing).
- Feedback from parents will continue to reflect that they are being fully informed about their rights

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<p><b>3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):</b></p> <ul style="list-style-type: none"> <li>Full resolution of one complaint exceeded the 60-day timeline. Investigation of this complaint occurred in a timeframe that included the Thanksgiving and Christmas Holidays. Both the family and providers were unavailable at times to provide information pertinent to a final decision on the complaint issue.</li> </ul>
<p><b>4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):</b></p> <ul style="list-style-type: none"> <li>All complaints are investigated and resolved within establish timeframes (60 days from date of filing).</li> <li>Feedback from parents will continue to reflect that they are being fully informed about their rights</li> </ul>
<p><b>5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):</b></p> <ul style="list-style-type: none"> <li>Continue to make information available to families regarding their rights and procedural safeguards through the TN DOE website, printed materials, training, and collaboration with service providers and the State's PTI and other parent organizations (i.e., Family Voices)</li> <li>Service Coordinators will receive training regarding informing families of rights and procedures for filing complaints</li> <li>Continue to implement current procedures for investigation and resolution of Part C Complaints.</li> </ul>
<p><b>6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):</b></p> <ul style="list-style-type: none"> <li>Conduct train-the-trainer on new service coordination training program; TEIS Training Coordinator, Regional Infant-Toddler Consultants, TEIS Point of Entry Trainers; Service Provider Program Directors – May 2005</li> <li>Distribute printed copies of the Procedural Safeguards Booklet and include web-site information on other printed materials; TEIS Public Awareness Coordinator and TEIS District Project Coordinators - Ongoing</li> </ul>

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**Performance Indicator(s):** (for reporting period July 1, 2003 through June 30, 2004):

**GS.IV.** The state has an adequate number of personnel in all relevant disciplines to meet the identified early intervention needs of all Part C eligible children and their families.

**1. Baseline/Trend Data:** (for reporting period July 1, 2003 through June 30, 2004. *Use Attachment 1 and Attachment 2 when completing this cell.*)

- Contractors for the TEIS District Points of Entry employ Service Coordinators and are required to maintain subcontract with sufficient numbers of qualified service providers or service provider agencies at the District level to provide services to children and families as payor of last resort (covers the full range of services defined in IDEA). The contract with the State requires that qualifications of subcontracting providers meet State requirements.
- Tennessee Infant Parent Services School (TIPS), a statewide provider of home-based special instruction and family training supported by the Lead Agency, maintains contracts with more than 300 instructors to serve Part C eligible children and families. The TIPS School has traditionally maintained a high level of expertise in serving families of children with vision and hearing impairments.
- The Lead Agency supports four Early Intervention Resource Agencies which employ full-time instructional staff with demographic or disability specific expertise (rural service delivery, autism/behavioral, and service to Hispanic families).
- TN Department of Health, through the Newborn Hearing Screening Project and the Children's Special Services Program (both state-wide) provides early intervention services.
- TN Division of Mental Retardation Services supports 36 contractors who provide early intervention services, primarily special instruction and family training, in integrated group settings and through home and community based services. Some program staff also provides ongoing service coordination following the development of the initial IFSP (see Table CE.I – 1 and Table CE.I – 2).

**2. Targets:** (for reporting period July 1, 2003 through June 30, 2004):

- Tennessee will maintain sufficient personnel resources in all disciplines to meet the needs of Part C eligible children and their families



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**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- TN DOE contracted with TRIAD (Treatment and Research Institute for Autism Spectrum Disorders) through Vanderbilt University during this reporting period for training to the early intervention system to support children with autism and their families. The following trainings were provided:
  - Three regional, one-day autism in-services. These in-services were open to whole early intervention service delivery community and families.
  - Three regional, five-day Early Intervention Academies. Twelve early intervention service providers were selected from various disciplines to participate in each regional Academy. The intent of the Academies was to provide intensive training for limited number of professionals to develop enhanced skills with children who have been diagnosed with autism.
  - One, one training and follow-through to credential 18 early intervention personnel statewide to administer a screening tool for autism when warranted.
- Available data indicates there is sufficient numbers of early intervention service personnel in all disciplines to meet the needs of Part C eligible children and families in Tennessee during this reporting period. Data from 618 Child Count Data reveals the total number of early intervention personnel has steadily increased since 1999 .For specific data see information in Cluster Area CIV: Early Intervention Services in the Natural Environments located in the Baseline/Trend Data section:
  - Chart CE.II-2 618 Data
  - Table CE.II-3, 618 Data
- Tennessee was awarded a GSEG (General Supervision Enhancement Grant) from OSEP in October 2003 to support the development of a Part C data system to link with the state-wide student management system. A staff person from Mid-South Regional Resource Center in Kentucky was assigned the Principle Investigator for the Grant. A State Management Team was formed to provide oversight for the development of the Part C Data System. Interviews to hire a Project Coordinator occurred during this reporting period.

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Tennessee will maintain sufficient personnel resources in all disciplines to meet the needs of Part C eligible children and their families

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Maintain a contract with TRIAD for three, five-day Early Intervention Autism Academies. Re-evaluate future needs for continued contract after FY 2004-2005.
- Continue work with the GSEG Grant to explore and develop additional avenues to quantify statewide numbers of early intervention personnel.

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**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- TRIAD training provided by Vanderbilt for FY 2004-2005.
- GSEG Grant, July 2003 – September 2006.

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<p><b>Performance Indicator(s):</b> (for reporting period July 1, 2003 through June 30, 2004):</p> <p><b>GS.V. Do State procedures and practices ensure collection and reporting of accurate and timely data?</b></p>
<p><b>1. Baseline/Trend Data:</b> (for reporting period July 1, 2003 through June 30, 2004. <i>Use Attachment 1 and Attachment 2 when completing this cell.</i>)</p> <ul style="list-style-type: none"> <li>TDE maintains a continuous contract with ET State University (ETSU) for a Training and Technical Assistance Project. This Contractor assists the lead agency in maintenance of Quantitative Data System (operational data for the TEIS Point of Entry Offices, compiles statewide data and generates Quantitative Data reports on a bi-annual basis. In addition the Contractor oversees the collection and reporting of Tennessee's 618 Data.</li> <li>Quantitative Data and 618 data is reviewed and analyzed the TDE personnel for trends and significant changes.</li> <li>Training regarding the submission of 618 Data conducted by ETSU contractor and regional early intervention consultants has occurred statewide.</li> </ul>
<p><b>2. Targets:</b> (for reporting period July 1, 2003 through June 30, 2004):</p> <ul style="list-style-type: none"> <li>Complete review of current data systems to determine where improvements are needed and develop proposal/s for updates</li> <li>618 Data reporting will be accurate and timely</li> <li>Training and follow-up will be provided to local service providers and data managers to ensure accuracy in data</li> </ul>
<p><b>3. Explanation of Progress or Slippage:</b> (for reporting period July 1, 2003 through June 30, 2004):</p> <ul style="list-style-type: none"> <li>TDE Infant-Toddler Consultants, in partnership with the Technical Assistance Data Coordinator developed a comprehensive training module regarding appropriate interpretation and submission of Part C 618 Data. TDE Infant-Toddler Consultants, DSE Preschool Consultants, and TEIS Technical Assistance Data Coordinator conducted statewide training for Part C service providers regarding 618 data collection and reporting including onsite distribution of reporting packets.</li> <li>TN DSE, in partnership with TEIS Technical Assistance Data Coordinator monitored the State's established deadline (Dec. 1, 2004) for submitting reports.</li> <li>TEIS Quantitative Data was reviewed to obtain appropriate data for system's evaluation. Information obtained by the review was provided to the TEIS District Offices and L-ICC in order to address concerns and develop plans to remedy those concerns.</li> </ul>
<p><b>4. Projected Targets:</b> (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):</p> <ul style="list-style-type: none"> <li>Procure Contract to develop a Part C database for the collection, reporting and monitoring of data on 0-3 children and their families receiving early intervention services.</li> <li>Develop a Part C database for the collection, reporting and monitoring of data on 0 - 3 children and their families receiving early intervention services.</li> </ul>

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Hire staff, with support of TN GSEG monies, to oversee the procurement of a contract to develop Part C database.
- Develop oversight committee to support the development of the Part C database.
- Begin working with contractor to develop a Part C database for collection, reporting, and monitoring of data on 0 - 3 children and their families receiving early intervention services.

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- April 2005 - Procure contract and begin working with contractor on development of Part C database.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

<b>Cluster Area CII:</b> Comprehensive Public Awareness and Child Find System	
<b>Question:</b>	Does the implementation of a comprehensive, coordinated Child Find system result in the identification of all eligible infants and toddlers?
<b>Probes:</b>	<p><b>CC.I</b> Is the percentage of eligible infants and toddlers with disabilities that are receiving Part C services comparable to State and national data for the percentage of infants and toddlers with developmental delays?</p> <p><b>CC.II</b> Is the percentage of eligible infants with disabilities under the age of one that are receiving Part C services comparable with State and national data?</p>
<b>State Goal:</b> (for reporting period July 1, 2003 through June 30, 2004):	
The implementation of a comprehensive, coordinated Child Find system results in the identification of all eligible infants and toddlers.	

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**Performance Indicator(s):** (for reporting period July 1, 2003 through June 30, 2004):

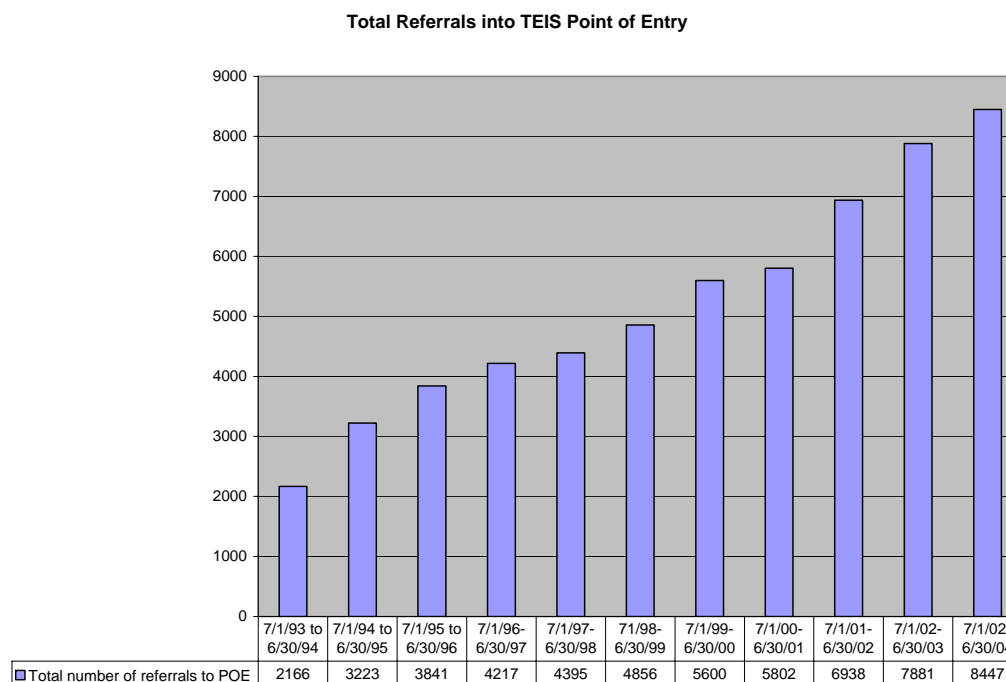
**CC.1.** The percentage of eligible infants and toddlers with disabilities that are receiving Part C services is comparable to State and National data for the percentage of infants and toddlers with developmental delays.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 when completing this cell.)**

- The Quantitative Data System tracks statewide referrals from 21 different primary referral sources.
- Overall referrals increased by 18% from FY01-FY03. Further analysis of the data shows a significant increase in referrals from Primary Care Physicians, 591 (FY 01) to 958 (FY 02) and 1200 (FY 03). Parent referrals continue to be a significant referral source to the Tennessee's Early Intervention System. Parent referrals were 942 (FY01), 1654 (FY02), and 1445 (FY03). See Table CC.I-1.
- According to TEIS Quantitative Data Reports, referrals to the Part C system have steadily increased. Total referrals in (FY03) were 8447 in (FY02) there were 7881 referrals, as compared to 6938 referrals in (FY02). That amounts to a referral increase of 18%.

**Chart CC.I-1 Quantitative Data- Number of Referrals--**



**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data (continued)**

**Table CC.I -1 Quantitative Data-Referral Sources**

	7/1/1999- 6/30/2000	7/1/2000- 6/30/2001	7/1/2001- 6/30/2002	7/1/2002- 6/30/2003	7/1/2003- 6/30/2004
A. Total number of referrals	5572	5977	6938	7881	8447
B. Total number of referrals from:					
hospital/NICU/PICU	444	357	412	394	430
other hospital	167	186	192	191	213
primary care physician	475	591	742	958	1200
parent	807	943	1332	1654	2215
child care provider	119	75	83	107	79
local education agency	67	36	45	58	72
Dept. of Health	243	309	392	575	691
Division of MR	388	353	310	425	418
Dept. of Children's Services	95	81	118	167	198
other health care provider	237	354	455	458	405
other TEIS (district-to-district)	94	184	133	198	175
TIPS	126	131	136	191	184
therapist (OT, PT, Speech)	368	308	338	427	468
SSI	1413	1378	1492	1370	1007
DHS	7	7	6	6	7
Early Head Start/Head Start	36	41	67	59	71
EI Resource Agency	47	47	29	43	101
foster parent	6	6	30	26	34
other	427	515	646	539	479

- The Part C system has also seen a decrease in the number of children eligible for services based on 618 Data. 12/1/01 had 4701 eligible children and 12/1/02 saw 5730 eligible children, while 12/1/03 saw 4219 eligible children.
- On December 1 2001, Tennessee was serving 2.09% of all children under the age of 3. Therefore Tennessee met the recommended percentage of 2%, and was comparable to the national baseline of 2.14%. Tennessee was in the top 50% of states with a moderate eligibility category, from OSEP reference.
- On December 1 2002, Tennessee was serving 2.32% of all children under the age of 3. Therefore Tennessee met the recommended percentage of 2%, and was comparable to the national baseline of 2.24%.
- On December 1, 2003, Tennessee was serving 1.78% of all children under the age of 3. Therefore, Tennessee did not meet the national baseline of 2.16%.



**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data (continued)**

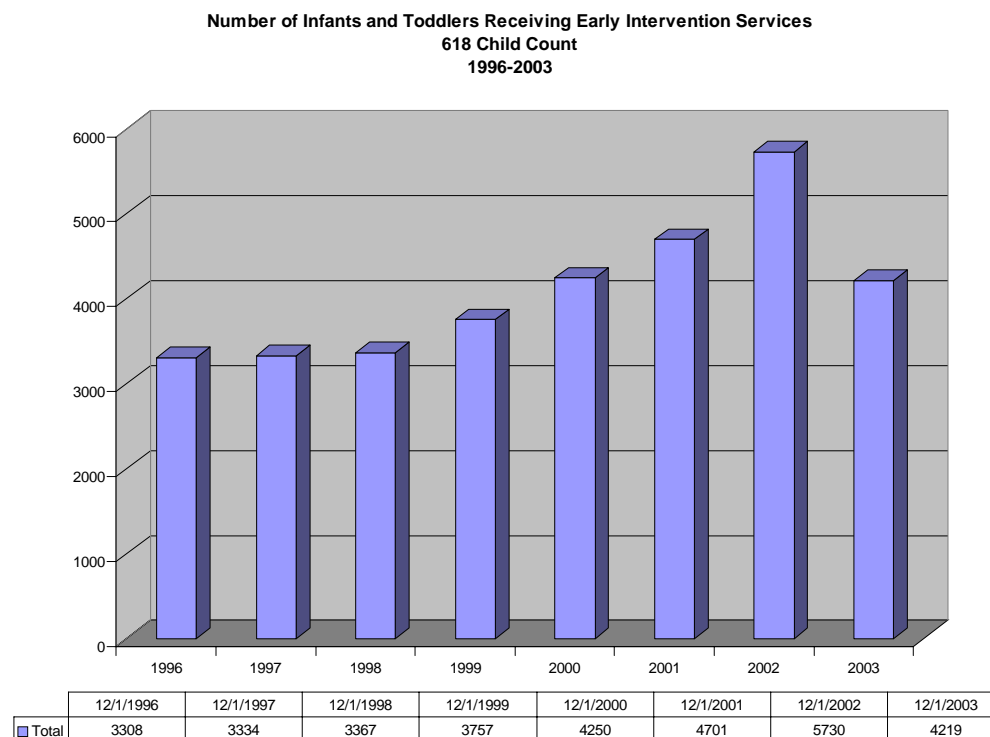
Tennessee has begun to utilize Child Count Data for evaluating local Child Find Efforts. One of the ways Tennessee has analyzed the data is to look on a county and district level at the rank ordering of children served as compared to the national baseline.

District	# served	pop.	%	Diff.
East Tennessee	839	38640	2.17	0.01
Northwest	218	11041	1.97	-0.19
South Central	581	29464	1.97	-0.19
1st Tennessee	307	15603	1.97	-0.19
Southwest	186	9876	1.88	-0.28
Upper Cumberland	377	20523	1.84	-0.32
Greater Nashville	657	39770	1.65	-0.51
South East	350	22554	1.55	-0.60
Memphis Delta	705	49590	1.42	-0.74
Tennessee	4215	236681	1.78	-0.38
2002 National Baseline	261093	1.2E+07	2.16	

**TABLE**  
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**1. Baseline/Trend Data: (continued)**

**Chart CC.I-2 618 Data Number of Children Receiving Services-**



- Tennessee consists of 95 counties. 3 are very urban, 8 are urban, 17 are suburban, 32 are rural, and 35 are very rural. Tennessee has evaluated the impact of community size on child find based on the 2% baseline. There appeared to be no correlation between county size or geography and child find effectiveness at the local level. 6 of 9 TEIS districts exceeded the State baseline of 1.78%.

**TABLE**  
**Part C Annual Performance Report**  
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**1. Baseline/Trend Data: (continued)**

Tennessee Department of Education has addressed a Self-Assessment concern in relation to language groups. The Lead Agency has been able to utilize 2000 Census Data for identification of languages spoken for the general population (age 5 and above). The Census 2000 data shows Tennessee as one of only five states with fewer than 5% of the population speaking a language other than English at home. All five of these states are in the South, (Tennessee 4.8%), (Alabama and Kentucky 3.9%), (Mississippi 3.6%) and (West Virginia 2.7%). In summary, over 95.17% percent of Tennessee residents speak English at Home. Spanish is the second most prevalent language group in Tennessee at 2.5% of the general population. The other languages account for less than one percent respectively, and collectively they account for about 2.4% of Tennessee's population. According to Census 2000, Tennessee is not a linguistically diverse State. Because this information is available at the county level, this data will be utilized to project geographic areas for appropriate child find activities targeting these language groups. All TEIS printed materials are available in English and Spanish, which is reflective of the majority of the population of the state. Activities to support further clarification will be conducted and appropriate child find activities will be defined through the local self-assessment processes at the LICC and Agency level.

**Table CC.I-2 Language Spoken at Home Census 2000**

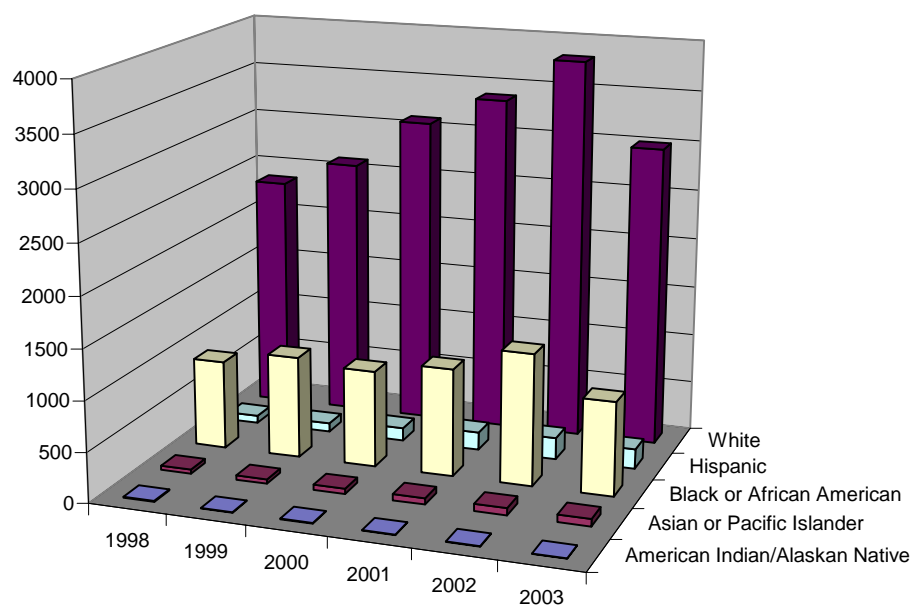
Tennessee Languages Spoken at home general population (5 and older)	
Language	Number of Speakers
English	5059405
Spanish	133930
German	20210
French	17360
Vietnamese	6625
Korean	6550
Arabic	6480
Chinese	6290
Japanese	4425
Other Languages	54645
Total Population (5 and older)	5315920
Source: US Census 2000	

**TABLE**  
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**1. Baseline/Trend Data: (continued)**

**Chart CC.1- 4 618 Data Race/Ethnicity—**

**Infants and Toddlers Receiving Early Intervention Service by Race/Ethnicity**



	1998	1999	2000	2001	2002	2003
American Indian/Alaskan Native	10	4	6	4	5	3
Asian or Pacific Islander	43	43	52	62	72	73
Black or African American	889	1020	966	1076	1315	935
Hispanic	73	86	131	180	218	200
White	2352	2604	3095	3379	3816	3004

**TABLE**  
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**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

Previous targets included the following:

- Tennessee will continue to maintain a comprehensive child find effort.
- There will be further enhancement of the data systems to improve tracking of child find and public awareness activities; including referrals, referral source, and eligibles.
- Tennessee's Part C system will continue to show a steady increase in referrals annually that correlate with population increases. An increased percentage of eligible children will also be expected.

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- Tennessee's Part C system continues to show a steady increase in referrals annually that correlates with population increases. An increased percentage of eligible children did not continue for 12/1/03 Child Count. Tennessee developed a system of verifying the accuracy of data as a result of the August 2003 visit from OSEP. Tennessee undertook an aggressive and immediate plan for data accountability. The system involved site trainings across the state to clarify 618 Child Count Reporting Requirements. These were completed prior to December 1, 2003 and they were the first such training efforts centered on 618 Child Count. The second phase of the State verification process involved agency site visits across the state when any concerns were identified in agency 618 Child Count Reporting. Tennessee ensured the accuracy of the 618 Child Count on December 1, 2003, resulting in the perceived drop in numbers. Tennessee presented an accurate Count on December 1, 2003. The explanation of slippage is that by presenting an accurate count for 2003, we identified errors made in previous reports that may have presented duplicate numbers, as well as ineligible children age 0-3.
- Nine Local Interagency Coordinating Councils continued to implement coordinated child find efforts at the District level.
- Tennessee has a comprehensive Child Find System as evidenced by the Quantitative Data (see Table CC.I – 1).
- Tennessee has continued to increase efforts to educate physicians about the Part C system. A physician's booklet is available and is distributed locally to physicians. The state vice-chair of American Academy of Pediatricians (AAP) has been appointed to the State ICC.
- Local Interagency Coordinating Councils have developed coordinated child find activities and utilize census data to develop community specific awareness initiatives in response to monitoring as evidenced by Corrective Action Plans (CAP) and progress reports.
- The Part C system uses phone, fax, mail and the State 1-800 line as resources to support receipt of referrals. Five district offices employ Spanish speaking staff to address communication needs. One district offers a Spanish 1-800 line. TDE has access to Spanish speaking personnel.
- Tennessee has continued to track referral numbers and eligible children through child count data and other quantitative data sources. This has helped improve and further coordinate Tennessee's Child Find efforts. See Charts CC.I -1 and CC.I-2.

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Tennessee will increase the percentage of children under the age of three receiving services.
- Tennessee's Early Intervention System will maintain comparable percentage of children served with the national baseline.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Tennessee will continue to work toward on-going improvement of the comprehensive child find system through state and local efforts.
- Tennessee will continue to develop and maintain a comprehensive public awareness and child find plan.
- Tennessee will continue collaborative agreement with State SSI Disability Determination office for the purposes of child find.
- Tennessee's Department of Education will collaborate with other state initiatives (ex. State Genetics Research Project, Medical Home Project, and Early Hearing Screening and Detection) to identify all infants and toddlers with disabilities.
- Tennessee's Early Intervention System will utilize the national baseline from annual Child Count Data in evaluating effectiveness of local district and county child find efforts. The State's monitoring system has been revised to reflect this focus.
- Tennessee will explore a training and technical assistance relationship with Child Care Resource and Referral Centers supported by the TN Department of Human Services to increase families' access to child care resources that are prepared to include children with disabilities.
- Tennessee's Department of Education will explore the enhancement of current data systems to improve tracking of child find and public awareness activities at the local level.
- Tennessee will continue the Two Phase Verification Process (Training and Site Visits) for 618 Child Count Data in coming years.
- Utilize additional data resources (ex. Kids Count Data, Department of Health Live Birth Statistics, etc.) as a measure for evaluating impact of child find activities.
- Development of State specific Policy and Procedures for the referral Provision of the Child Abuse Protection and Treatment Act (CAPTA).

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Development and Implementation of Statewide Child find Plan, Tennessee's Early Intervention System Personnel and TEIS Public Awareness Coordinator, Ongoing
- Newborn Hearing Screening Data, July 2004
- Child Count Data, December 1, 2004.
- Quantitative Data from nine district offices to the State Department of Education, Bi-annual reports.
- Department of Education Early Intervention System monitoring, and new ongoing quarterly reports submitted to the State
- District Child Find and Public Awareness Log of Activities, Bi-annual reports

**TABLE**  
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**Performance Indicator(s):** (for reporting period July 1, 2003 through June 30, 2004):

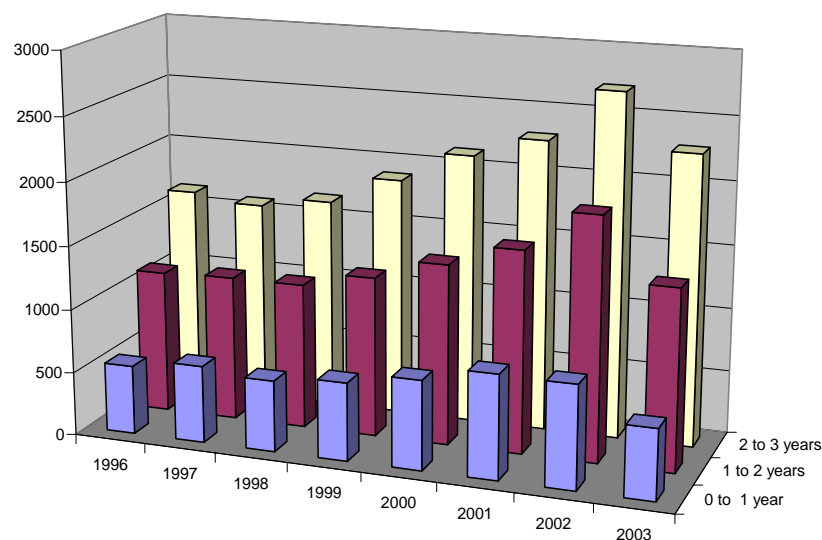
**CCII.** The percentage of eligible infants with disabilities under the age of one that are receiving Part C services is comparable with State and National data.

**1. Baseline/Trend Data:** (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 when completing this cell.)

- In Tennessee FY01 and FY02, the percentage of infants under age one receiving services exceeded the recommended percentage of 1%. In FY01, Tennessee was serving 1.09%, which also exceeded the national baseline of .90%. Tennessee ranked in the top 25% for all states, 17th out of 50. In FY02 Tennessee was serving 1.03% under the age of one which met again met the national baseline of 1.03%. In FY03, Tennessee was serving .70% of infants under the age one, this did not meet the national baseline of .95%. Until December 1, 2003, Tennessee had reported a steady increase over the past few years in the children under the age of one being served by the Part C system. Tennessee is committed to tracking data to the source, to insure accurate and timely reporting of 618 Child Count Data

**Chart CC.2-1 618 Data Age Groups-**

**Infants and Toddlers Receiving Early Intervention Services By Age**



	12/1/1996	12/1/1997	12/1/1998	12/1/1999	12/1/2000	12/1/2001	12/1/2002	12/1/2003
0 to 1 year	542	608	561	614	704	820	811	553
1 to 2 years	1125	1143	1145	1259	1421	1590	1910	1421
2 to 3 years	1641	1583	1661	1884	2125	2291	2705	2280

**TABLE**  
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**1. Baseline/Trend Data: (continued)**

- TDE Guidelines for Eligibility for Premature Infants have continued to support a system that more successfully meets the needs of premature infants. This effort also continues to assist in improving efforts to educate the medical community about the referral process for premature infants. Local offices use this information to further establish and improve relationships with the Neonatal Intensive Care Units in Tennessee.
- Tennessee has begun to utilize Child Count Data for evaluating local Child Find Efforts. One of the ways Tennessee has analyzed the data is to look at county and district levels at the rank ordering of children served as compared to the national baseline. Please see the summary below for Tennessee in the Age 0-1 subgroup.

**Age 0-1 Subgroup**

<b>District</b>	<b># served</b>	<b>pop.</b>	<b>%</b>	<b>Diff.</b>
<b>Southwest</b>	<b>34</b>	<b>3190</b>	<b>1.07</b>	<b>0.12</b>
<b>1st Tennessee</b>	<b>48</b>	<b>5127</b>	<b>0.94</b>	<b>-0.01</b>
<b>Upper Cumberland</b>	<b>58</b>	<b>6775</b>	<b>0.86</b>	<b>-0.09</b>
<b>East Tennessee</b>	<b>99</b>	<b>12837</b>	<b>0.77</b>	<b>-0.18</b>
<b>Northwest</b>	<b>26</b>	<b>3382</b>	<b>0.77</b>	<b>-0.18</b>
<b>South East</b>	<b>51</b>	<b>6968</b>	<b>0.73</b>	<b>-0.22</b>
<b>Greater Nashville</b>	<b>90</b>	<b>13218</b>	<b>0.68</b>	<b>-0.27</b>
<b>South Central</b>	<b>67</b>	<b>9901</b>	<b>0.68</b>	<b>-0.27</b>
<b>Memphis Delta</b>	<b>79</b>	<b>16559</b>	<b>0.48</b>	<b>-0.47</b>
<b>Tennessee</b>	<b>4215</b>	<b>78895</b>	<b>0.70</b>	<b>-0.25</b>
<b>2002 National Baseline</b>	<b>38,416</b>	<b>4,033,719</b>	<b>0.95</b>	



**TABLE**  
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**1. Baseline/Trend Data: (continued)**

- Tennessee's Early Intervention System in conjunction with the State Department of Health has begun implementation of Newborn Hearing Screenings for all birthing centers, even though this NHS system is not mandated in Tennessee. The system will continue to track children who do not pass the hearing screens, for the purposes of child find. Preliminary findings showed 538 children submitted to TEIS for child find. 315 direct contacts with families were made and one child was identified as an eligible child. This is consistent with prevalence rate for hearing loss of 1 in 1,000 live births. In 2002, 66 out of 91 birthing hospitals were screening newborns for hearing loss. As of July 2003, 83 out of 89 birthing hospitals were screening newborns for hearing loss.

TEIS follow-up began July 1, 2003. Follow-up rates of infants reported to Newborn Hearing Screen (NHS) in need of further hearing testing:

**Table CC.2-1 Newborn Hearing Screening Data**

	# Refer	# Follow-Up	% Follow-up
2002 Jan-Dec.	1119	273	24.4%
2003 Jan-June	504	213	42.3%
2002 Hearing Screening Data			
Total Births	82,603		
Hearing Screening Reported	40,387		
Passed	38,223 (94.6%)		
Refers	1,119 (02.8%)		
Follow-up received	273 (24.4%)		
High Risk, Pending	24 (0.09%)		
Confirmed Hearing Loss	8 (0.03%)		

**TABLE**  
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**Status of Program Performance**

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

Previous targets included:

- Meet or exceed percentage of children under age of one receiving services comparable to national baseline.
- Tennessee will strive to meet or be comparable with the national baseline.

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- Tennessee served 70% of children under the age of one, thus not meeting the national baseline of 95%.
- Tennessee has a comprehensive Child Find System as evidenced by the data; Tennessee did not meet the national baseline of 95%.
- Tennessee has continued to increase efforts to educate physicians about the Part C system. A physician's booklet is available and is distributed locally to physicians. The state president of American Academy of Pediatrics (AAP) has been appointed to the State ICC.
- Monitoring activities have focused on Local Interagency Coordinating Councils to develop coordinated child find activities and to utilize census data to develop community specific awareness initiatives.
- Tennessee has continued full implementation of specific eligibility guidelines for premature infants and specific communication eligibility guidelines.
- The Part C system uses phone, fax, mail and the State 1-800 line as resources to support receipt of referrals. Five district offices employ Spanish speaking staff to address communication needs. One district offers a Spanish 1-800 line. TDE has access to Spanish speaking personnel.
- Tennessee has continued to track referral numbers and eligible children through child count data and other quantitative data sources. This has helped improve and further coordinate Tennessee's Child Find efforts.
- Tennessee's Early Intervention System in conjunction with the State Department of Health began implementation of Newborn Hearing Screenings for all birthing centers, even though this system is not mandated in Tennessee, the system will be continued to track children who do not pass the hearing screens, for the purposes of child find.

**Tennessee's Part C system continues to show a steady increase in referrals annually that correlates with population increases. An increased percentage of eligible children did not continue for 12/1/03 Child Count. Tennessee developed a system of verifying the accuracy of data as a result of the August 2003 visit from OSEP. Tennessee undertook an aggressive and immediate plan for data accountability. The system involved site trainings across the state to clarify 618 Child Count Reporting Requirements. These were completed prior to December 1, 2003 and they were the first such training efforts centered on 618 Child Count. The second phase of the State verification process involved agency site visits across the state when any concerns were identified in agency 618 Child Count Reporting. Tennessee ensured the accuracy of the 618 Child Count on December 1, 2003, resulting in the perceived drop in numbers. In actual terms, Tennessee presented an accurate Count on December 1, 2003. The explanation of slippage is that by presenting an accurate count for 2003, we identified errors made in previous reports that may have presented duplicate numbers, as well as ineligible children age 0-1.**

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Tennessee's Early Intervention System will increase percentage of children under the age of one receiving services.
- Tennessee will maintain comparable percentage of children birth through 12 months with the national baseline.
- Tennessee will continue to meet or exceed the national baseline as established by 618 Child Count reporting.
- Child Find Plans will be developed at the local district level.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Tennessee will continue to maintain a comprehensive child find plan through state and local efforts with emphasis on early identification.
- Tennessee's Department of Education will continue the development of enhanced data systems to improve tracking of child find and public awareness activities at the local level. The state will accomplish this process with the support of a General Supervision Enhancement Grant (GSEG).
- Tennessee's Early Intervention System in conjunction with the State Department of Health will continue implementation of Newborn Hearing Screenings for all birthing centers, even though this system is not mandated in Tennessee, the system will be continued to track children who do not pass the hearing screens.
- Tennessee will continue operations of State SSI agreement for the purposes of child find.
- Tennessee's Early Intervention System will utilize the baseline of 1.00% of 0-1 age group in evaluating effectiveness of district and county child find plans. The State's monitoring system has been revised to reflect this focus.
- Development of State-specific Policy and Procedures for the referral Provision of the Child Abuse Protection and Treatment Act (CAPTA).

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Development and Implementation of Statewide Child find Plan, Tennessee's Early Intervention System Personnel and TEIS Public Awareness Coordinator, Ongoing
- Newborn Hearing Screening Data, July 2004
- Child Count Data, FY04.
- Quantitative Data from nine district offices to the State Department of Education, Bi-annual reports.
- Department of Education Early Intervention System monitoring, ongoing quarterly reports to the State
- District Child Find and Public Awareness Log of Activities, Bi-annual reports
- CAPTA referral numbers from the State Department of Children's Services

**TABLE**  
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<b>Cluster Area CIII: Family Centered Services</b>
<b>Question: Do family supports, services and resources increase the family's capacity to enhance outcomes for infants and toddlers and their families?</b>
<b>State Goal:</b> (for reporting period July 1, 2003 through June 30, 2004): <b>Family supports, services and resources increase the family's capacity to enhance outcomes for infants and toddlers and their families.</b>
<b>Performance Indicator(s):</b> (for reporting period July 1, 2003 through June 30, 2004): <b>Lead Agency systems and procedures will ensure availability of supports, services, and resources to increase families' capacity to enhance outcomes for their child.</b>

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 when completing this cell.)**

*Reporting Period: July 1, 2002-June 30, 2003*

- Six TEIS Districts were monitored between 2000-2002. Data from the six districts reflect that 33% of IFSPs provide documentation that the provision of services resulted in progress toward achieving the outcomes [7.6.1.(7)].
- Six Family Forums were held as a component of monitoring activities. Families were asked whether the services and supports they and their child had received resulted in progress toward outcomes on the IFSP. Parents attending the Family Forums reported that their child had made progress and that services were centered around their family.
- For the six districts monitored, Corrective Action Plan Progress Reports reflected a 34% improvement (for revised baseline of 67%) in IFSPs providing documentation that the provision of service(s) results in progress toward achieving the outcomes. Corrective Action Plan Progress Reports are submitted at six-months and then annually.

*Reporting Period: July 1, 2003-June 30, 2004*

- As of April 2003, all nine Tennessee Early Intervention System (TEIS) Districts have developed Corrective Action Plans in response to monitoring. 100% of parents attending the Family Forums for the last three districts monitored reported that their child had made progress and services were centered around their family based on their priorities and concerns.
- As of June 30, 2003 monitoring data has shown an increase regarding service providers' documentation that the provision of services results in progress toward achieving the outcomes from 58% (initial monitoring data) to 84% (current monitoring data including Progress Reports). Early Intervention Staff provided assistance to TEIS, TIPS and District LICCs regarding issues they were addressing in their CAPs.

**TABLE**  
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**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

The State goal for Family Centered Services will be monitored through:

Part C Monitoring

Modifications to the Part C monitoring process will strengthen assurances that the Early Intervention System is effectively supporting families thus increasing their capacity and enhancing family and child outcomes.

Family input through regarding service delivery and progress toward outcomes

DOE will obtain input from families specific to the provision of family-centered services within the State.

Training Initiatives

Training will be provided to service coordinators and will also be made available to the Early Intervention community that will enhance capacity to provide family centered support and services to families, strengthening their own capacity to meet their child's needs.

Pathways Research Project

Complete the Pathways Research Project questionnaire and activities with the Family and Service Coordinator in order to begin the analysis of data collected.

Cultural Competence in Early Intervention Service Delivery

Tennessee's percentage of populations served will continue to meet the standard of children served by OSEP's definition of cultural populations. DOE will increase efforts specifically around gaining an increased understanding meeting the needs of the Hispanic community.

**TABLE**  
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**Status of Program Performance**

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

Part C Monitoring

- The Monitoring Revision Task Force met 5 times between July 2003 and June 2004. The system of monitoring in Tennessee is transitioning to a Self-Assessment and Program Improvement Plan (PIP) and Annual Performance Report (APR) (submitted annually after initial PIP) system. Collaborative efforts with the State Division of Mental Retardation Services (DMRS) have resulted in a consolidated and single system of monitoring for Part C within these two State agencies. Documents and trainings for the new system were developed through the work of the Task Force. A district was selected to Pilot the revised monitoring system, between June – August 2004. Additional districts, including the Pilot District come on board with new system beginning September 2004.
- Staff roles have been modified to align with the new system of monitoring. There are now Technical Assistance (TA) and Validation Staff within the Department of Education and also within the Division of Mental Retardation Services.
- May 2004, joint training was provided to DOE, DMRS, and District TEIS Project and Contract Coordinators regarding techniques for data collection and analysis provided by a specialist secured from Virginia through NECTAC.
- As of April 2004, Corrective Action Plan Progress Reports reveal a 14% improvement in the area of Family-Centered Services. Monitoring data has shown an increase regarding service providers' documentation that the provision of services results in progress toward achieving the outcomes from 58% (initial monitoring data) to 84% (current monitoring data including Progress Reports) [7.6.1.(7)].

Input From Families Through Surveys Regarding Service Delivery and Progress Toward Outcomes

The Annual DOE Family Satisfaction Surveys were not sent for the 2003-2004 reporting period. Activities during this reporting period were to: 1) modify the current survey; 2) to gather items around family participation in the early intervention system and to 3) utilize information/recommendations from the National Center for Special Education Accountability and Monitoring (NCSEAM) in the development of a new survey. Two factors impacted DOE's plans to revisit its family survey process in order to gather better information regarding family supports, services, resources and the increased capacity of families to enhance outcomes for their child and family during this reporting period: 1. Results from the National Center for Special Education Accountability and Monitoring (NCSEAM) work was not available regarding information and/or recommendations related to family surveys which was a part of the Center's charge. 2. DOE contracted with two institutions of higher education in 2003 to conduct an extensive research project (Pathways Research Project) around the provision of service coordination and family-centered services. The Pathways Project has involved extensive family surveys along with a sub-group of family interviews. For information as to the status and results of the Pathways Project for this reporting period, see below.

Training Initiatives

- The State has continued work on the development of standardized training curriculum for all who provide service coordination. The ten core modules along with eight mini-modules on disability topics are currently under revisions and edits based on state-wide stakeholder input. A 'trainers' guide is under development along with measures of achievement for training module competencies. One of the ten modules under revision focuses specifically on working with families, entitled, "Partnering with Families as They Guide the Way." This module will address family-centered services, family culture and values, etc. Even though one training module specifically addresses working with families, family information and components are incorporated throughout all curriculum.
- Training developed by one District's Principal Investigator (a Professor from an institute of higher education) regarding the development of family-centered and measureable outcomes and action steps were made available for state-wide usage. The development of this training was based on a need identified through monitoring and is available upon requests by District Service Coordinators and Early Intervention Service Providers. The specific components of this training are also being incorporated into the standardized training curriculum for service coordinators.
- During the reporting period, there have been four outcome and action step trainings with three trainings developed around meaningful family assessments conducted throughout the state by DOE TA Staff.
- At the 2003 Annual TEIS Service Coordinators Conference there were several breakout sessions pertaining to families and the provision of family-centered services. They included areas related to interviewing families (2 different sessions), working with families from Hispanic culture, legal/ethical information around child abuse, and interpersonal skills when working with families.

**TABLE**  
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Training Initiatives (cont):

- 
- Provision was made for parents attending the Parent Leadership Institute in 2003 to meet and continue their discussion as well as sharing their information for increasing parent participation at the SICC Retreat held in April 2004. The Leadership Team presented the plan developed at the SICC meeting.

Pathways Research Project

Orientation and training was completed for all nine TEIS Distict Office Service Coordinators for the dissemination of the family questionnaires and the completion of their service coordinator survey. A subset of families completing survey were selected for a one-on-one in-depth interview in addition to the completion of the family questionnaire with additional permission for researchers to compare their questionnaire, interview with content in their IFSP. Questionnaires were disseminated, in-depth interviews and review of IFSPs began during reporting period. All data from study has yet to be collected and analyzed. Some preliminary information is below:

Table 1

Survey Distribution and Completion for 7/1/03-6/30/04 Reporting Period		
	Mothers	Fathers
Informed consent received and surveys distributed	579	274
Surveys completed and returned	363	127
Percentage of surveys distributed that were returned	62.5%	46.4%

Table 2

Demographic Data for 7/1/03-6/30/04 Reporting Period					
Residential Status:	Mothers	Fathers	Race:	Mothers	Fathers
Urban	95 (28%)	28 (24%)	Caucasian	316 (92%)	108 (94%)
Suburban	132 (40%)	46 (40%)	African American	22 (6%)	2 (2%)
Rural	107 (32%)	41 (36%)	Hispanic/Latino	1 (.3%)	0
			Asian	2 (.6%)	2 (2%)
			Native American	0	0
			Other	3 (1%)	3 (3%)

Preliminary data based on family empowerment scale factors reveals:

A state mean of 3.37 from mothers related to their feeling empowered on behalf of their families and children, based on a 1 to 4 point scale with 1 = Never True and 4 = Always True.



## TABLE Part C Annual Performance Report Status of Program Performance

Preliminary data from the family (mother and father) questionnaires are positive for parents being satisfied with the relationships they develop with their service coordinator and service providers. The scale for the questionnaire was 1 to 7, with 1=Extremely Dissatisfied and 7=Extremely Satisfied.

- Item: Overall how satisfied are you with the services your family has received from TEIS? The State mean for mothers was 6.48 (very satisfied) and fathers was 6.29.
- Item: Overall how satisfied are you with non-TEIS professional? The State mean for mothers was 5.94 and fathers was 5.70.
- Item: Overall, how satisfied are you with your relationship with your TEIS service coordinator? The State mean for mothers was 6.49 and fathers was 6.23.

Preliminary data from mothers using measures of family-centered practices are positive as to whether TEIS is a family-centered service delivery system. The final data presented in this section, will represent the first, comprehensive, multi-dimensional demonstration in support of Carl Dunst's theoretical view for *relational practices*. *Relational practices* are critical features in the interactions between service providers and parents that contribute to the development of parental empowerment outcomes. On a scale of 1 to 4, with 1 = poor and 4 = excellent, preliminary State data from mothers report:

Table 3

Relational Practice	3.56
Collaborative Practice	3.66
Family-Sensitive Planning Practice	3.72

The Pathways Research Project also included a qualitative analysis of IFSP data. For the sub-group of parents receiving the in-depth interviews, with permission their IFSPs were rated for family-centeredness. These rating are ONLY descriptive at this point and there are not any analysis related to comparing variables within the IFSPs with findings on the questionnaires. As of this reporting period 254 IFSPs have been reviewed using a family-centeredness rating scale. Data from all nine TEIS Districts are not in and have not yet been reviewed. Some preliminary statements that may be said from the IFSP reviews are:

- 100% of IFSPs listed the child and family's natural environment
- From the Resources Section of the Family Resources, Priorities, and Concerns page, the mean number of resources listed per IFSP was 5.18. Of the resources listed, 55% were child-related and 44% were family-related. 41.4% of the resources listed were reflected in the outcomes and action steps.
- From the Priorities Section of the Family Resources, Priorities, and Concerns page, 90% of the priorities were child-related and 10% were family-related. 72.5% of the priorities listed were reflected in the outcomes and action steps.
- From the Concerns Section of the Family Resources, Priorities, and Concerns page, 95% of the concerns were child-related and 5% were family-related. 75% of the concerns listed were reflected in the outcomes and action steps.

There were a total of 665 outcomes written for the 254 IFSPs rated with a mean of 2.47 outcomes written per IFSP. 95% (631) of the outcomes were child-related and 3% (20) were family-related.

### Cultural Competence in Early Intervention Service Delivery

- Refer to information in Cluster Area CII: Comprehensive Child Find System for specific information regarding Tennessee's population served by race and ethnicity.

An Early Intervention Resource Agency was piloted during this reporting period in one District which has a large Hispanic population. The objective of the development of this effort was to be a resource for the local TEIS office for child find activities, conducting developmental evaluations for eligibility, assisting with interpretation, helping families navigate through the early intervention system, and also to explore the provision early intervention services. Data from this pilot agency is currently being collected for analysis.

**TABLE**  
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**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

Target 1

Tennessee DOE administers a system of monitoring oversight to ensure families are provided with appropriate supports, services, and resources to increase their capacity to enhance outcomes for their child.

Target 2

Families in Tennessee receive services appropriate to the context of their family.

Target 3

Tennessee's service coordinators are trained in order to enhance their proficiency to provide family centered supports and services, strengthening the family's own capacity to meet their child's needs.

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

Target 1

Through the vehicle of Corrective Action Plan (CAP) Progress Reports and Program Improvement Plans (PIP), Tennessee:

- Provides technical assistance to TEIS, TIPS and District LICCs as needed regarding issues/concerns reflected in the report submissions.
- Conducts focused monitoring on both the District and State level regarding systematic issues as identified.

Completion of research study for the evaluation of family-centered service coordination practices in Tennessee's Early Intervention System and the impact of these practices on families of young children with disabilities around family-centered and other issues. Information from this study will provide an additional evaluation resource to identify strengths and areas of improvement in Tennessee's delivery of family-centered services through service coordination practices.

**TABLE**  
**Part C Annual Performance Report**  
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**5. Future Activities to Achieve Projected Targets/Results: (continued)**

Target 2

Establish a process to collect and analyze family assessment data from IFSPs for:

- Assurance family assessments are offered and conducted with family permission.
- Assurance that when family assessments are conducted, statements of the family's resources, priorities, and concerns are incorporated into the development of the IFSP.
- Types or numbers of family supports and services that are available or provided

Review potentially relevant data from Pathways Research Project regarding family assessment information utilized in the development of the IFSP and the provision of culturally competent services.

Revise former system for collecting consumer input regarding family-centered services and progress toward outcomes as specified on the IFSP by:

- Review data from NCSEAM and the Pathways Project (to be completed by September 2005) for possible sources of measures.
- Develop system to gather family input with stakeholder contribution.
- Implement a revised method for family input.

Collect and analyze data from pilot Hispanic effort regarding effectiveness of program to assist the local TEIS office in identifying service delivery needs and the actual delivery of services to this population in an urban area.

Target 3

Service Coordinators Training Curriculum:

- Curriculum finalized along with Trainer's Manual and process of approval for those completing training
- Train-the-Trainer for those who will conduct training
- Implementation of training curriculum

Technical assistance and/or training provided based on request or identified need around family-centered topics or issues.

Annual TEIS Service Coordinators Conference

**TABLE**  
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**Status of Program Performance**

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

Target 1

Ongoing as Annual Corrective Action Plan, Progress Reports and Program Improvement Plans are submitted to DOE. Resources: TDOE and TDMRS validation and technical assistance staff.

Pathways Research Project:

- Project completed by September 2005. Resources: Researchers from University of Tennessee and Tennessee Technological University
- Project information disseminated, December 2005. Resources: Researchers from University of Tennessee and Tennessee Technological University
- Review of data for use in program planning purposes, begin January 2006. Resources: TDOE staff with Researchers

Target 2

Family Assessment Data:

- Develop process to collect and analyze family assessment data, September 2005. Resources: TDOE staff
- Collect and analyze data, September – December 2005. Resources: TDOE staff
- Utilize data for program improvement, begin January 2006. Resources: TDOE staff

Pathways Research Project:

- See timelines and resources under Target 1.

System For Family Input:

- Review data from NCSEAM, July 2005. Resources: TDOE staff
- Review data from Pathways Project, January 2006. Resources: TDOE staff
- Develop system to gather family input with stakeholder contribution, begin January 2006. Resources: TDOE staff, Stakeholders, including State PTI, MSRRC and NECTAC also as resources
- Implement a revised method for family input, 2006. Resources: TDOE staff

Pilot Project for Hispanic Community

- Data collection completed, May 2005. Resources: TDOE staff
- Data analyzed, June 2005. Resources: TDOE staff
- Evaluation of effort completed, June 2005. Resources: TDOE staff

Target 3

Service Coordinators training Curriculum:

- Curriculum finalized, June 2005. Resources: TDOE Training Consultant, TDOE TEIS Technical Assistance Office
- Train-the-Trainer, July 2005. Resources: TDOE staff and TDOE Training Consultant
- Implementation of training curriculum, begin July 2005. Resources: TEIS Offices
- Senior TEIS service coordinators complete training between July 2005 and June 2006. Resources: TEIS Offices, TDOE staff
- New TEIS service coordinators trained, begin July 2005 and on-going as hired. Resources: TEIS Offices, TDOE staff
- Develop plan for training of DMRS service coordinators, July 2005. Resources: TDOE and TDMRS staff

**TABLE**  
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<b>Cluster Area</b> <b>CIV:</b> Early Intervention Services in Natural Environments	
<b>Question:</b>	Are early intervention services provided in natural environments meeting the unique needs of eligible infants and toddlers and their families?
<b>Probes:</b>	<p><b>CE.I</b> Do all families have access to a Service Coordinator that facilitates ongoing, timely early intervention services in natural environments?</p> <p><b>CE.II</b> Does the timely evaluation and assessment of child and family needs lead to identification of all child needs, and the family needs related to enhancing the development of the child?</p> <p><b>CE.III</b> Do IFSPs include all the services necessary to meet the identified needs of the child and family? Are all the services identified on IFSPs provided?</p> <p><b>CE.IV</b> Are children receiving services primarily in natural environments? If not, do children have IFSPs that justify why services are not provided in natural environments?</p> <p><b>CE.V</b> What percentage of children, participating in the Part C program, demonstrates improved and sustained functional abilities? (Cognitive development; physical development, including vision and hearing; communication development; social or emotional development; and adaptive development.)</p>
<b>State Goal:</b> (for reporting period July 1, 2003 through June 30, 2004):	
Early intervention services provided in natural environments meet the unique needs of eligible infants and toddlers and their families.	
<b>Performance Indicator(s):</b> (for reporting period July 1, 2003 through June 30, 2004):	
<b>CE.I</b> All families have access to a Service Coordinator that facilitates ongoing, timely early intervention services in natural environments.	

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 when completing this cell.)**

- Numbers of TEIS Service Coordinators (Statewide) has increased by 47% from 2001 to 2004. The number of times that ongoing service coordination is chosen from TEIS continues to increase, having more than doubled since 1999.

**Table CE.I-1 Service Coordinator Master List**

	2001	2002	2003	2004
# of Service Coordinators	70	81	89	103

- Monitoring data (4.1.1 (1) as of 6/30/04 indicates 100% that each family is assigned a service coordinator through TEIS at the point of referral unless otherwise specified by the family.
- Monitoring data (4.1.2) as of 6/30/04 indicates 95% that the service coordinator assists the family in facilitating the timely delivery of services, the coordination of early intervention services, and other services as needed by the child and family.
- Pathways Research Project, conducted by University of Tennessee (2003-2004) provides the following data:
  - Question 3: Overall, how satisfied are you with the relationship with your TEIS service coordinator?
    - Statewide Mean mother's response = 6.49 (out of possible 7= extremely satisfied).
    - Statewide Mean father's response= 6.23 (out of possible 7 = extremely satisfied)

Frequencies and Percentages of Mother's perceived support from TEIS rated as 66.4% as extremely helpful.

**Table CE.I-2 Quantitative Data**

# of times ongoing service coordinators chosen from:					
	7/1/1999-6/30/2000	7/1/2000-6/30/2001	7/1/2001-6/30/2002	7/1/2002-6/30/2003	7/1/2003-6/30/2004
TEIS	1270	1488	2116	2566	2834
DOE (other than TEIS)	29	31	16	11	12
DCS	0	0	0	0	0
DH	1	0	3	0	0
DMRS	354	223	227	182	103
Other	6	29	7	10	3

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data (cont.)**

- Completion of initial IFSPs within 45 days based on Quantitative Data continues to be less than national average of 60% (NEILS) from 2000 to 2004.

**Table CE.I-3 Quantitative Data**

	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
# of Initial IFSPs	1752	2503	2914	3193
% of with 45 days	32%	29%	31%	42%

- Current monitoring data including progress reports (as of 6/30/04) for Indicator 3.1.7 (1) indicate that 6-month reviews of IFSP continue to be timely (100%).
- Current monitoring data including progress reports (as of 6/30/04) for Indicator 3.1.8 (1) show that annual IFSPs are completed in a timely manner (93%).

Current monitoring data including progress reports (as of 6/30/04) for Indicator 7.6.1 (6) show that services continue to be delivered in a timely manner (91%).

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):** Previous target included:

- Maintain 100% of eligible children and families have a service coordinator.
- Data will show an increase in the timeliness of IFSP development, reviews, and the delivery of services.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- The numbers of service coordinators has increased due to additional funding for hiring service coordinators.
- There has been an increase (11%) of initial IFSP completion during this time period, which continues to be far below national average based on NEILS data. Continued monitoring of the Quantitative Data shows an increase in IFSP completion within 45 days over the past year (2004). The percentage of completion within 45 days increased from 31% in 2003 to 44% in 2004. The bi-annual monitoring of the Initial IFSP completion within 45 days indicates that from 7/1/2003 to 12/30/2003 the percentage was 38%. The Initial IFSP completion within 45 days for 1/1-/2004 to 6/30/2004 was 43%. All the 9 TEIS district offices are making a concerted effort to improve the timeliness of IFSP completion. Current data does not identify reasons (family vs. system) for delay in IFSP completion.
- IFSP Focus monitoring results were distributed to LICC by TDE Part C staff. LICC along with the local TEIS District offices have developed local plans to address findings in coordination with the Regional Early Intervention Consultants.
- LICC addressed IFSP focus monitoring findings in next CAP progress reports, as appropriate to schedule.
- Corrective Action Plans (CAP) progress reports were submitted. CAPs continue to show that progress is being made or maintained in efforts to improve the timeliness of services. (New self-assessment monitoring activities began in 2004 which will reflect continued progress toward the timely completion of IFSPs and delivery of services. TDE Part C staff. )

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- The number of Service Coordinators will continue to increase.
- Initial IFSPs completed within 45 days of referral will be 100%.
- 6 month and annual IFSPs will continue to be timely
- Services will continue to be delivered in a timely manner.

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Continue to monitor Quantitative Data for completion of initial IFSPs within 45 days on bi-annual basis. District results will be shared with local offices and LICC.
- Monitoring of 6 month reviews, annual IFSPs and delivery of services through Corrective Action Plan (CAP) progress reports and self assessment will continue to assure that reviews and annual IFSPs are timely.
- District Self-Assessments (CIMP) will continue to develop plans in order to address the timeliness of Initial IFSPs and service delivery.
- Quarterly reports to evaluate data for timelines for intake and IFSP from referral dates
- Modify data base to identify reasons for delay in IFSP completion.



**TABLE**  
**Part C Annual Performance Report**  
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**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Modifications to local data base will be made for evaluation and IFSP timelines in order to identify reason for delay in IFSP completion and to supervise preliminary activities leading to development of the initial IFSP, TA personnel, TEIS District Office Coordinators, TDE EI personnel; July 1, 2005
- Quarterly report analysis-September, 2004.
- 100% compliance for completion of IFSPs within 45 days will be July 1, 2006.
  - Additional Benchmarks include:
    - 50% of IFSPs within 45 days will be Dec. 1, 2004
    - 65% of IFSPs within 45 days will be July 1, 2005
    - 85% of IFSPs within 45 days will be Dec. 1, 2005
    - 100% of IFSPs within 45 days will be July 1, 2006

**TABLE**  
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Performance Indicator(s): (for reporting period July 1, 2003 through June 30, 2004):

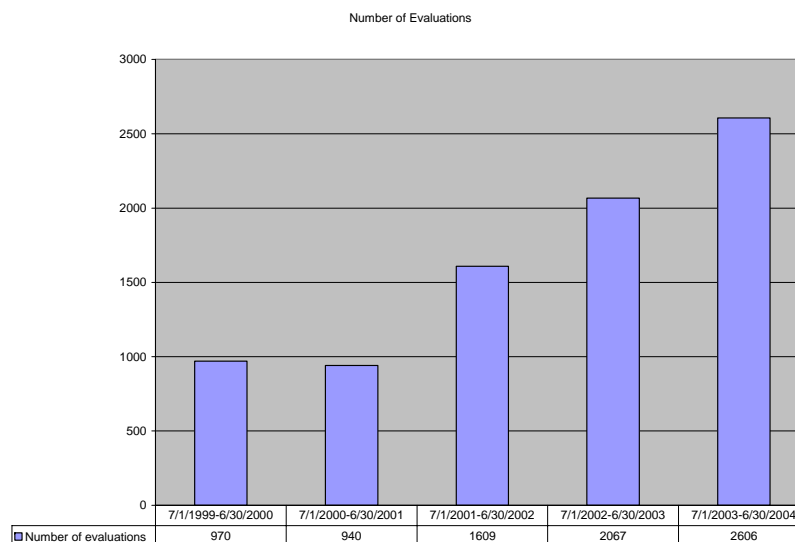
**CE.II** Does the timely evaluation and assessment of child and family needs lead to identification of all child needs, and the family needs related to enhancing the development of the child?

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 when completing this cell.)**

- Current monitoring data including progress reports (as of 6/30/04) for Indicator 2.1.6 (2) indicate that evaluations include information regarding all child needs (100%).
- Current monitoring data including progress reports (as of 6/30/04) for Indicator 2.2.1 (2) indicate that assessments include information regarding child needs (93%).
- Current monitoring data including progress reports (as of 6/30/04) for Indicator 2.3.1 (3) indicate that family assessments include interviews (95%).
- Current monitoring data including progress reports (as of 6/30/04) for Indicator 2.3.1 (6) indicate that family assessments reflect priorities, resources, concerns and supports (84%).
- Quantitative Data for 7/1/1999 through 6/30/2004 shows increase in number of eligibility evaluations. In 2003, 2606 evaluations were completed. There has been a 169% increase from 1999 to 2004. There has been 26% from 2003 to 2004.

**Chart CE.II-1 Quantitative Data**



- Quantitative Data for 7/1/1999 through 6/30/2003 shows that evaluations completed within 20 days has remained between 32-36%. Tennessee will utilize the 20-day timeline as a trigger for tracking and intervention by local office supervisor.

**Table CE.II-1 Quantitative Data**

	7/1/1999-6/30/2000	7/1/2000-6/30/2001	7/1/2001-6/30/2002	7/1/2002-6/30/2003	7/1/2003-6/30/2004
Statewide % of evaluations completed within 20 days	36%	36%	36%	32%	31%

**TABLE**  
**Part C Annual Performance Report**  
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**1. Baseline/Trend Data: (continued)**

- Quantitative Data provides data regarding the number of evaluations that are paid by various sources. These sources include TennCare, SSI, CSS, Tricare, private insurance, Part C, DMRS, and TIPS. The primary source of funding for evaluations continues to be Part C Data regarding TennCare, private insurance and Part C as payor for evaluations. The increase in number of evaluations is due to training regarding entering data for all evaluations and the payor sources. This data is considered to be more accurate than previous years.

**Table CE.II-2 Quantitative Data**

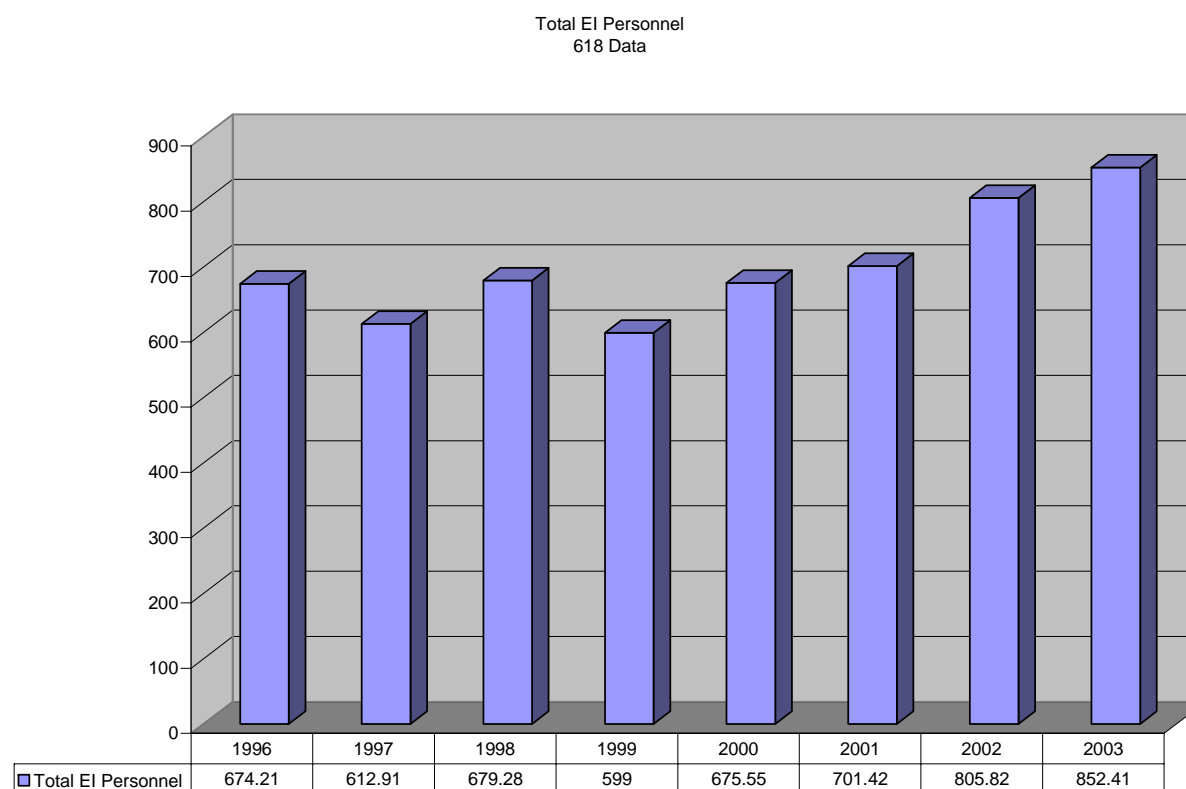
	7/1/1999-6/30/2000	7/1/2000-6/30/2001	7/1/2001-6/30/2002	7/1/2002-6/30/2003	7/1/2003-6/30/2004
Number of evaluations paid by TennCare	136	179	335	399	1317
Number of evaluations paid by Private Insurance	144	137	434	283	2007
Number of evaluations paid by Part C	478	493	741	901	3022

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (continued)**

- Data has been reviewed to examine the impact of personnel availability on children receiving timely and comprehensive evaluations. This data includes OSEP 618 Data and Quantitative Data;. 618 data shows that total Early Intervention Personnel has increased 26% from 1996-2003.

**Chart CE.II-2 618 Data**



**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (continued)**

**Table CE.II-3    618 Data**

<b>Number and Type of Personnel Employed and Contracted to Provide Early Intervention Services</b>								
<b>Early Intervention Services Personnel</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>
Audiologist	9.72	8.41	18.13	27	13.44	24.44	13.39	18.27
Family Therapist	1.68	1.13	1.2	2	2.07	2.09	2.05	5.88
Nurses	51.39	42.39	44.17	38	50.07	45.15	39.8	53.89
Nutritionists	4.24	2.56	2.82	3	2.76	1.45	1.6	2.2
Occupational Therapist	30.15	30.18	28.4	36	46.33	50.62	58.21	93.55
Orientation and Mobility Specialist	1.71	0.2	0.26	0	0.67	0.02	1	2.35
Paraprofessionals	155.61	135.76	127.56	119	108.83	92.17	120.43	140.28
Pediatricians	5.99	0.71	5.61	5	4.95	4	4.71	1.5
Physical Therapist	43.87	41.46	36.76	37	45.75	47.15	52.44	127.08
Physicians, other than Pediatricians	5.19	4.34	4.96	1	6.63	6.3	1.43	0
Program Directors					50.4		38.73	
Psychologist	8	1.15	2.25	1	1.69	1.24	1.22	6.08
Social Workers	46.15	28.42	37.36	22	28.2	29.55	14.08	14.15
Special Educators	105.38	125.05	135.4	161	211.67	190.4	228.3	123.08
Speech and Language Pathologist	69.06	59.57	85.92	74	75.03	94.19	134	163.85
Other	136.06	131.58	138.48	73	77.46	112.65	94.43	100.25
Total EI Personnel	674.21	612.91	679.28	599	675.55	701.42	805.82	852.41

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (continued):**

**Table CE.II-6 Quantitative Data disciplines involved in eligibility evaluations.**

	7/1/1999- 6/30/2000	7/1/2000- 6/30/2001	7/1/2001- 6/30/2002	7/1/2002- 6/30/2003	7/1/2003- 6/30/2004
TEIS	431	475	915	1366	1775
TIPS	138	168	252	307	421
physical therapist	144	208	319	397	524
occupational therapist	62	94	123	132	141
speech therapist	359	425	706	1033	1268
audiologist	60	87	122	180	354
psychologist	23	22	30	44	97
social worker	15	8	16	12	30
vision specialist	9	6	55	18	23
early interventionist	87	263	575	650	701
physician	114	150	417	570	696
other	225	220	208	246	180

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

Previous targets Included:

- Corrective Action Plans (CAP) progress reports will continue to demonstrate that progress is being made in identification of family priorities, resources, concerns, and supports through evaluations and assessment activities.
- Completion of initial evaluations within 20 days will increase due to local supervision process.

The number of early intervention personnel will continue to increase

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- Significant improvements have been made in the number of family assessment identifying supports and incorporating those supports into the IFSP process. Monitoring data shows 95% in Corrective Action Plans for family assessment interviews [2.3.1 (3)] and 84% for family assessment reflecting priorities, resources, concerns and supports [2.3.1 (6)]. CAP addressed previous concerns through progress reports and was followed up through technical assistance to the local districts.
- Completion of initial evaluations continues to remain at 31-32% completed within 20 days.

The number of early intervention personnel continues to increase.

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Corrective Action Plans (CAP) progress reports will continue to demonstrate that progress is being made in identifying family priorities, resources, concerns, and supports through evaluation and assessment activities.
- Completion of initial evaluations within 20 days will increase due to local supervision process.

The number of early intervention personnel will continue to increase.

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Corrective Action Plans (CAP) will continue to be submitted and reviewed by monitoring coordinator for continued progress in the identification of family and child needs through evaluations, assessments and family assessment activities. In addition, monitoring through new self assessment (CIMP) will demonstrate progress in completion of all requirements of the family assessment.

Quantitative Data will continue to be monitored for the timeliness of evaluation completion. Data will be provided to LICC on bi-annual basis. Local data system will be modified so that each local office coordinator can monitor 20 day trigger for supervision purposes in order to increase timeliness of evaluation completion.



**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Corrective Action Plans (CAP) progress reports will continue to be submitted. Self-assessment monitoring activities will reflect continued progress in the identification of child and family needs, TDE Part C staff.
- Quantitative Data will reflect that the completion of evaluations within 20 days will increase by July 1, 2006.
- Local data system will be modified by January 2006.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

Performance Indicator(s): (for reporting period July 1, 2003 through June 30, 2004):

**CE.III** Do IFSPs include all the services necessary to meet the identified needs of the child and family? Are all the services identified on IFSPs provided?

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 when completing this cell.)**

- Current monitoring data (as of 6/30/04) including progress reports for Indicator 7.6.1 (3) indicate services are consistent with frequency and method as identified on IFSP (89%).
- Current monitoring data (as of 6/30/04) including progress reports for Indicator 7.6.1 (6) indicate that services are provided in a timely manner. (91%).
- 618 Data indicates that children are receiving early intervention services based on IFSP. See Tables CE.III-1 and CE.III-2.

**Table CE.III-1 OSEP 618 Data**

Number of Infants and Toddlers Receiving Early Intervention Services								
Early Intervention Service	12/1/1996	12/1/1997	12/1/1998	12/1/1999	12/1/2000	12/1/2001	12/1/2002	12/1/2003
Assistive Technology	225	277	191	353	341	344	309	325
Audiology	843	682	470	573	420	421	209	266
Family Training	1533	1726	1736	2001	2158	2486	2226	2196
Health	430	494	311	377	360	570	120	45
Medical	672	575	519	594	530	652	113	142
Nursing	657	744	715	626	714	616	121	90
Nutrition	710	578	529	455	560	352	251	65
OT	831	719	694	755	834	900	1183	1244
PT	1100	1087	943	959	885	1123	1377	1703
Psychological	183	152	113	44	52	29	63	65
Respite Care	48	14	16	26	15	6	6	3
Social Work	1233	1106	970	1059	1045	1043	1147	310
Special Instruction	1660	1718	1892	1272	1795	1624	1636	1779
Speech/Language	1500	1303	1307	1260	1277	1596	1991	2138
Transportation	862	909	754	915	1206	1443	2120	1563
Vision	291	278	246	225	165	174	68	78
Other	382	352	362	595	490	595	1037	325

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (continued)****Table CE.III-2 618 Data**

	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>
<b>Total number of infants and toddlers receiving services</b>	3308	3334	3367	3757	4250	4701	5426	4215
<b>% of Infants and Toddlers Receiving EI services</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>
Assistive Technology	7%	8%	6%	9%	8%	7%	6%	8%
Audiology	25%	20%	14%	15%	10%	9%	4%	6%
Family Training	46%	52%	52%	53%	51%	52%	41%	52%
Health	13%	15%	9%	10%	8%	12%	2%	1%
Medical	20%	17%	15%	16%	12%	14%	2%	3%
Nursing	20%	22%	21%	17%	17%	13%	2%	2%
Nutrition	21%	17%	16%	12%	13%	7%	5%	2%
OT	25%	22%	21%	20%	20%	19%	22%	30%
PT	33%	33%	28%	25%	21%	24%	25%	40%
Psychological	6%	5%	3%	1%	1%	1%	1%	2%
Respite Care	1%	0%	0%	1%	0%	0%	0%	0%
Social Work	37%	33%	29%	28%	25%	22%	21%	7%
Special Instruction	50%	52%	56%	34%	42%	34%	30%	42%
Speech/Language	45%	39%	39%	34%	30%	34%	37%	51%
Transportation	26%	27%	22%	24%	28%	30%	39%	37%
Vision	9%	8%	7%	6%	4%	4%	1%	2%
Other	12%	11%	11%	16%	12%	13%	19%	8%

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

Targets from previous reporting period July 1, 2002 through June 30, 2003 were:

- Monitoring data based on Corrective Action Plan (CAP) progress reports will continue to show increase in frequency and methods of services as identified on IFSP [7.6.1 (3)].
- Monitoring data based on Corrective Action Plan (CAP) progress reports will continue to show that the timeliness of service delivery will remain at 90% or above through the next reporting period.
- 618 data will continue to show increase in early intervention personnel.

618 data will continue to reflect that children and families are receiving services as identified on IFSP Quantitative and monitoring data will indicate increase in consistency of delivery of services with IFSP. Previous monitoring data indicated that 73% of services delivered are consistent with frequency and method as identified on IFSP [7.6.1 (3)] and 90% of services are provided in a timely manner [7.6.1 (3)].

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- There has been slight increase in monitoring data regarding services delivered that are consistent with frequency and method as identified on IFSP from 77% to 84% [7.6.1 (3)] based on Corrective Action Plans progress reports. There has also been a slight increase in services provided in a timely manner from 90% to 91% [7.6.1 (6)] based on CAP progress reports. LICC and agency offices continue to make efforts to increase service consistency with IFSPs and provide services in a timely manner
- Table CE.III-1 and Table CE.III-2. These charts and tables indicate that early intervention personnel have increased. Specifically, Chart CE.II-2 shows that EI personnel have increased from 647.21 to 852.41 for the time period of 1996-2003. This is an increase of 26%.

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Monitoring data based on Corrective Action Plan (CAP) progress reports will continue to show increase in frequency and methods of services as identified on IFSP [7.6.1 (3)].
- Monitoring data based on Corrective Action Plan (CAP) progress reports will continue to show that the timeliness of service delivery will remain at 90% or above through the next reporting period.
- 618 data will continue to show increase in early intervention personnel.
- 618 data will continue to reflect that children and families are receiving services as identified on IFSP. Quantitative and monitoring data will indicate increase in consistency of delivery of services with IFSP.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Monitoring data based on Corrective Action Plan (CAP) progress reports will continue to be submitted and reviewed by monitoring coordinator for continued progress in the frequency and method of services as identified on IFSPs and for the timeliness of service delivery.
- Explore redesign of State EI data system to increase comprehensiveness of data gathering which may include data regarding personnel and service delivery.
- 618 Data will continue to be analyzed for number of early intervention personnel increase.
- 618 Data will continue to be analyzed for services that are provided on IFSP.

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Corrective Action Plans (CAP) progress reports will continue to be submitted. Self-assessment monitoring activities will reflect continued progress in service delivery activities, TDE Part C staff.
- Develop proposed revisions to data system by July 2005, Part C Staff and MidSouth Regional Resource Center.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**Performance Indicator(s):** (for reporting period July 1, 2003 through June 30, 2004):

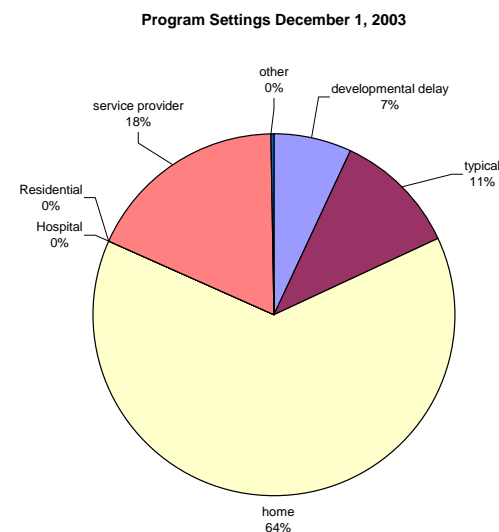
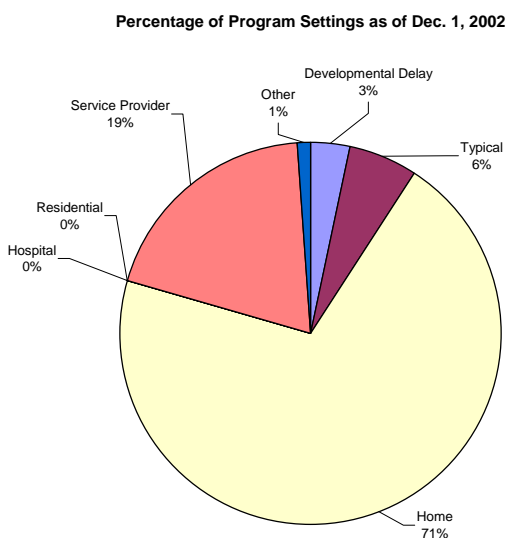
**CE.IV** Are children receiving services primarily in natural environments? If not, do children have IFSPs that justify why services are not provided in natural environments?

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004. Use Attachment 1 when completing this cell.)**

- 618 Data (12/1/2003) indicates that 64% of children receive early intervention services in home and 11% receive services in programs designed for typically developing children (Chart CE.IV-1). The number of children of children receiving services in home and programs designed for typically developing children has increased (Chart CE.IV-2).

**Chart CE.IV-1. 618 Data**



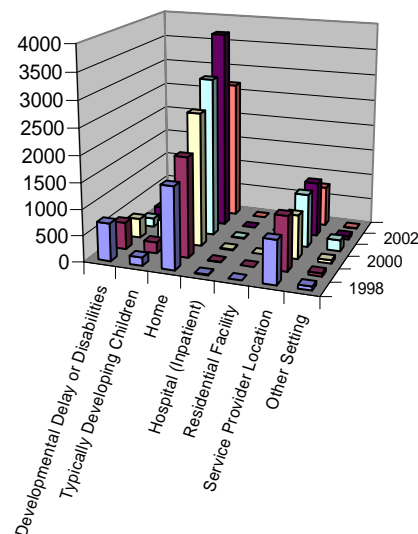


**TABLE**  
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**Status of Program Performance**

## 1. Baseline/Trend Data: (continued)

## Chart CE.IV-2 618 Data

Program Settings Where Early Intervention Services are Provided 1998-2003



	Developmental Delay or Disabilities	Typically Developing Children	Home	Hospital (Inpatient)	Residential Facility	Service Provider Location	Other Setting
1998	722	157	1568	17	0	829	74
1999	516	217	1911	9	0	1043	61
2000	373	406	2561	13	0	834	63
2001	169	226	3058	11	0	1023	214
2002	180	324	3801	1	0	1053	67
2003	293	467	2679	2	0	766	8

- Current monitoring data including progress reports for Indicator 3.1.5 (5) indicate that when an agency is providing a service that is not in the natural environment, the IFSP includes a justification for the outcomes that can not be achieved in the natural environment (78%). This is an increase of 56% from initial monitoring data.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

Previous targets included:

- Corrective Action Plans (CAP) will continue to show progress in the number of IFSPs that provide appropriate justifications when services not provided in natural environments.
- Early intervention services in home and programs designed for typically developing children will increase.

A review of funding structure will look at mechanism for encouraging service provision in natural environments.

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- Services in natural environments, including home and programs designed for typically developing children continues to increase as demonstrated by 618 Data. Lead agency programs (Early Intervention Resource Agencies and TIPS) and Department of Mental Retardation Services (DMRS) programs continue to be expanded to provide support for ensuring that early intervention services are available in home and community.
- TEIS offices have been encouraged to increase the number of contracts with service providers who provide services in home and community locations.
- Significant improvements have been made in IFSPs that justify why services are not provided in natural environments. Corrective Action Plans (CAP) addressed previous concerns through progress reports and has been followed up through technical assistance to the local districts by the provision of IFSP training.

Funding structure review began in April 2004 to look at total scope of services and funding sources including services in natural environments.

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Corrective Action Plans (CAP) will continue to show progress in the number of IFSPs that provide appropriate justifications when services not provided in natural environments.

Early intervention services in home and programs designed for typically developing children will increase.

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- A review of funding structure will continue to look at mechanisms for encouraging service provision in natural environments
- Corrective Action Plans (CAP) progress reports will continue to be submitted. Self-assessment monitoring activities will reflect continued progress in the number of IFSPs that justify services not in natural environments.

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Funding structure review continues throughout the next fiscal year.

CAP progress reports will be reviewed with technical assistance provided as needed, Part C Staff.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**Performance Indicator(s):** (for reporting period July 1, 2003 through June 30, 2004):

**CE.V.** What percentage of children, participating in the Part C program, demonstrates improved and sustained functional abilities? (Cognitive development; physical development, including vision and hearing; communication development; social or emotional development; and adaptive development.)

**1. Baseline/Trend Data:** (for reporting period July 1, 2003 through June 30, 2004. *Use Attachment 1 when completing this cell.*)

- Current monitoring data including progress reports for Indicator 7.6.1 (7) indicate that service providers document that the provision of services result in progress toward achieving the outcomes (84%).

**Table CE.V-1 618 Data**

<b>Report on Infants and Toddlers Exiting Part C Programs</b>					
<b>Table 3-All Infants and Toddlers Exiting Part C</b>					
		<b>98 to 99</b>	<b>99 to 00</b>	<b>00 to 01</b>	<b>01 to 02</b>
					<b>12/1/03</b>
<b>1. Completion of IFSP</b>		<b>452</b>	<b>382</b>	<b>390</b>	<b>583</b>
<b>2. Not eligible for Part B</b>		<b>315</b>	<b>330</b>	<b>354</b>	<b>496</b>

- 618 National Exit Data (2002) shows that 20% of children exiting Part C system at program completion are due to completion of IFSP. Tennessee 618 Exit Data (2003) shows that 14% of children exiting Part C system at program completion are due to completion of IFSP. 618 National Data (2002) shows that children exiting Part C at age 3 who are not eligible for Part B services was 14%. The percentage of children exiting the system at age 3 (program completion) who are not eligible for Part B services in Tennessee was 11%. This data indicates that children who are exiting the Part C system and do not need special education services is comparable to national percentages.
- 618 Data (2003) shows that 9% of all children exiting the Part C system in Tennessee were due to IFSP completion. 12% of all children exiting the Part C system were not eligible for Part B services.
- Transition Focus monitoring results (Quantitative Data) indicate that 4% of children exiting Part C were not eligible for Part B services and 30% were eligible for Part B services compared to all children exiting the Part C system at any age.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

Previous targets included in last reporting period APR:

- Monitoring data based on Corrective Action Plan (CAP) progress reports will continue to show increase in documentation that the provision of services results in progress toward achieving the outcomes.
- The percentage of children who exit Part C for completion of IFSP will increase.
- The percentage of children who exit Part C at age 3 who do not need special education services will increase.
- The percentage of children in Tennessee who exit the Part C system and do not need special education services will be comparable to national percentages.
- Transition Focus monitoring will provide sampling data to determine if children who exited prior to age 3 (3<sup>rd</sup> birthday between July 1, 2002-June 30, 2003) were eligible for Part B services during the time period of July 1, 2002-June 30, 2003).

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

- The percentage of children who exit Part C for completion of IFSP and those children who are exiting at age 3 who do not need special education services has remained constant and is comparable to national percentages. The smaller number of children exiting the system is due to training regarding data and reflects more accurate data entry.
- Monitoring data regarding service providers' documentation that the provision of services results in progress toward achieving the outcomes has remained at 84% (current monitoring data including progress reports).
- Individual agencies are beginning to track progress toward improved and sustained functional abilities as demonstrated by one TDE Early Intervention Resource Agency (Harwood) (sampling data).

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

1. Monitoring data based on Corrective Action Plan (CAP) progress reports will continue to show increase in documentation that the provision of services results in progress toward achieving the outcomes.
2. The percentage of children who exit Part C for completion of IFSP will increase.
3. The percentage of children who exit Part C at age 3 who do not need special education services will increase.
4. Outcomes committee will identify outcomes with benchmarks for the Part C/619 system.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Monitoring data based on Corrective Action Plans (CAP) progress reports will continue to be submitted and reviewed.
- Transition data from OSEP Child Count (618) will continue to be monitored.
- Methods to determine improved and sustained functional abilities will continue to be explored. The Lead Agency will follow information issued through the Early Childhood Outcomes Center.
- Activities to identify data revisions to data system will consider ways to gather on-going data regarding progress in functional abilities.
- Outcomes committee will implement pilot program for Part C/619 system.

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- CAP progress reports will be reviewed with technical assistance provided as needed, Part C Staff; on-going
- Organize task force to develop plans for statewide system for data collection to track progress on child and family outcomes, TN DSE personnel, NECTAC, MidSouth RRC; January 2005
- Outcomes committee will implement pilot program for Part C/619 system beginning March 2005.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

<b>Cluster Area CV: Early Childhood Transition</b>	
<b>Question:</b>	<b>Do all children exiting Part C receive the transition planning necessary to support the child's transition to preschool and other appropriate community services by their third birthday</b>
<b>Probes: (for reporting period July 1, 2003 through June 30, 2004):</b>	
<b>Do all children exiting the Part C system experience transition planning activities that meet Federal and State timelines?</b>	
<b>State Goal: (for reporting period July 1, 2003 through June 30, 2004):</b>	
<b>All children exiting Part C receive the transition planning necessary to support the child's transition to preschool and other appropriate community services by their third birthday.</b>	
<b>Performance Indicator(s): (for reporting period July 1, 2003 through June 30, 2004):</b>	
<b>The Tennessee Department of Education will utilize the Part C Quantitative Data and the Annual 618 Child Count Exit Data to track the number of children exiting the Part C system who are receiving the services they need by their third birthday.</b>	

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**1. Baseline/Trend Data: (for reporting period July 1, 2003 through June 30, 2004):**

**Transition Conferences:**

Initial monitoring data found that 3 Districts were found to be in noncompliance with the 90 day transition conference. 3 Districts were required to have CAP for this issue. As of 6/30/04, 1 District had not corrected fully implemented the CAP.

During the months of February through May 2004, the Office of Early Childhood completed a Focused Monitoring to determine the number of children (birthdays during July 1, 2002 through June 30, 2003) who had initial IEPs developed by their third birthday. 8 out of the nine TEIS offices participated in the focus monitoring activity. The SE TEIS office did not have any LEAs that were in the Part B Cycle II 2002-2003 monitoring cycle. Based on the TEIS Quantitative Data there were 1663 children turning 3 during this time period, 1105 children exited Part C at less than 6 months prior to their third birthday (during the transition time period (6 months prior to third birthday).

Table 2-Statewide Summary of Quantitative Data for Transition Timelines<sup>1</sup>

Number of transition meetings	651	
Number of transition meetings held at less than 90 days prior to 3rd birthday (late transition meetings)	389	60%
Average number of days that transition meeting occurred prior to 3rd birthday	78	

Table 3-District Summary of Quarantine Data for Transition Timelines

	1st	ET	SE	UC	GN	SC	NW	SW	MD
Percentage of transition meeting held at less than 90 days prior to 3 <sup>rd</sup> b.day (late transition meetings)	63 %	64%	Not included	66%	58%	50%	45%	14%	58%
Average number of days that transition meeting occurred prior to 3 <sup>rd</sup> Birthday	98	78	Not included	53	109	90	63	112	81

1. Percentage based on number of transition meetings.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**Baseline/Trend Data (Cont.)**

**Child Count Exit Data: FY 00-01:** (Comprehensive Data system not currently in place to reflect status of all children)

Of the 2595 children, with an active IFSP, exiting the Part C system at age 3:

- 1896 children were Part B eligible
- 354 children were not Part B eligible (of those not Part B eligible, 204 exited to other programs and 150 exited with no referrals)
- 345 children did not have Part B eligibility determined at the time of exiting the system.

**Part C Exit Data:**

**Table CV. – 1 Child Count/Total Number of Children, with an active IFSP, Exiting Part C at age 3**

	12/03	12/02	12/01	12/00
Total # children, with an active IFSP, exiting Part C at age 3	2,193	3,119	2,595	2,206
Total number of children exiting Part C at age three who were determined eligible for Part B services.	1,511	2,240	1,896	1,676
<b>Percentage of children who exited Part C at Age three who were determined eligible for Part B services.</b>	<b>69%</b>	<b>72%</b>	<b>73%</b>	<b>76%</b>
Total number of children exiting Part C at age three who were determined not eligible for Part B services.	299	496	354	330
Total number of children exiting Part C at age three who did not have Part B eligibility determined at the time of exiting the system.	383	383	345	200

**Table CV. – 2 TEIS Quantitative Data/Families Refusing Part B Services**

Year	# Children Turning Three	# Families Refusing Service	% Families Refusing of # Turning Three
00-01	2630	75	2.85%
01-02	2802	126	4.49%
02-03	3412	214	6.27%
03-04	4,110	121	2.94%



**TABLE**  
**Part C Annual Performance Report**  
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**1. Baseline/Trend Data: (continued)**

**Table CV. – 3 TEIS Quantitative Data/Settings Transitioned to include:**

Part B services, Head Start, regular preschool, integrated preschool, home-based/ center-based early intervention (DMRS waiver), other.

# Children Exiting at Three Placement	Part B Services	Head Start	Regular Preschool	Integrated Preschool	Home-based Early Intervention	Center-based Early Intervention	Other
00-01	653	46	25	13	12	20	85
01-02	813	29	67	20	7	9	49
02-03	1018	48	84	43	13	21	82
03-04	1081	71	73	38	7	25	76

2002-03 TEIS Quantitative Data indicates Part C/LEA participation in Transition Conferences for children exiting the Part C system. FY 02-03 is the first year that this data was included in the Quantitative Data system.

**Table CV. – 4 TEIS and LEA participation in Early Childhood Transition Conferences:**

	03-04	% Participation	02-03	% Participation
Total Transition Conferences:	1856		1596	
# of times TEIS Representative participated	1243	67%	1394	87%
# of times LEA Representative participated	1536	83%	1268	79%

**Part C Monitoring:**

**Part C Monitoring Document (5.2.2):** "Each child and family has a written transition plan that supports the transition from early intervention services (Part C)".

As of 6/30/03 Part C Monitoring Data shows that 71% of children and families have a written transition plan that supports the transition from early intervention services.  
As of 6/30/04 Part C Monitoring Data shows that 83% of children and families have a written transition plan that supports the transition from early intervention services.  
As of 6/30/04 Part C Monitoring Data shows that there is a 24% overall improvement for the state in the area of Transition

**TABLE**  
**Part C Annual Performance Report**  
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**1. Baseline/Trend Data: (continued)****Table CV. – 5 Part B Focused Monitoring:**

During a focused monitoring in this reporting timeframe (see explanation of progress/slippage for analysis and conclusions), a review of records for children whose IEP was developed after the third birthday revealed the following reasons for the delay:

Category of Delay	% of total IEPs developed after the child's third birthday	Breakdown of Reason IEP was developed after the age of three	% of total IEPs developed after the child's third birthday
LEA	19%	Initial contact with family for intake delayed	45%
Family	22%	Contact with family made with application delay	13%
Early Intervention	29%	Eligibility procedures at application delayed	10%
Could Not Determined	26	Evaluation procedures not completed in a timely manner	8%
		Eligibility established, IEP not completed by third birthday	27%

**Training and Technical Assistance:**

Based on data from DSE Training and TA logs, Early childhood consultants have promoted effective transitions through the following activities:

**A. Regional Partnership and Local Interagency Coordinating Council Meetings**

During this reporting timeframe early childhood consultants with the Division of Special Education (DSE) have organized and facilitated Regional Partnership Meetings with EI, LEA, Head Start, parents and service providers and participated in Local Interagency Coordinating Council (LICC) meetings to provide information and input in achieving smooth transitions.

**B. Training**

DSE early childhood personnel have provided training related to the key aspects of early childhood transitions utilizing the "Paving the Way" training module.

**C. Technical Assistance**

Technical assistance has been the area of greatest activity. Support has been provided to EI providers and individual school systems around transition issues in support of the implementation of CIMP Program Improvement Plans or at the request of the system.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**2. Targets: (for reporting period July 1, 2003 through June 30, 2004):**

There will be an increase in the number of children exiting Part C who receive the necessary transition planning to support transition to preschool and other appropriate community services by their third birthday as evidenced by:

- Consistent participation by early intervention and LEAs in the Transition Planning Conferences
- Tracking and monitoring of documentation of transition planning for the family and child's transition from early intervention services/Part C through the IFSP process.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**3. Explanation of Progress or Slippage: (for reporting period July 1, 2003 through June 30, 2004):**

**Child Count Exit Data:**

- FY 02-03 shows the total number of children, with an active IFSP, exiting the Part C system at age 3 decreased by 30%.
- FY 02-03 shows the total number of Part B eligible children decreased by 33%.
- FY 02-03 shows the total number of children who were not Part B eligible decreased by 40% (The total number of infants and toddlers reported as exiting the Part C system in FY02-03 decreased, therefore, affecting the numbers in all categories including children who were not Part B eligible).
- FY 02-03 shows the total number of children whose Part B eligibility was not determined at the time of exiting the system remained consistent.

Child Count Data for 2002-03 reflects a reduction in the total number of children who were reported as exiting with Part B eligibility determined (see Table CV. – 1).

Through probing to determine accuracy in Part C Data, it was determined that some Part C service providers were reporting children as exiting Part C with Part B eligibility based on the “assumption” that the child would be eligible under Part B. Training was provided to Part C service providers clarifying that children should only be reported in this category when eligibility for Part B has been determined by an IEP team. While there is slippage in the percentage of children reported, the data now reflects a more accurate baseline for future evaluation.

The 383 children whose Part B eligibility was not determined in FY 02-03 remained consistent with the previous year due to the continued monitoring of the accuracy of data reported.

**TEIS Quantitative Data:**

The number of families refusing Part B services decreased from FY 02-03 to FY 03-04 by 93 families. The percentage of families refusing services based on the number of children turning three (see Table CV. – 2) decreased from FY 02-03 to FY 03-04 by 3.33%. This improvement is due to the continued efforts of the state to “clean up” the current quantitative data collection system. Ongoing technical assistance support has been provided to the 9 Point of Entry district offices to assist in the data “clean up”.

TEIS Quantitative Data fields include placement settings information for children exiting the Part C system at age 3. The state is continuing to address the issue of “clean up” of Exit Data. The number of children exiting the Part C system at age 3 with placement in Part B services has increased FY 02-03 to FY 03-04 from 1018 to 1081 (see Table CV. – 3).

TEIS Quantitative Data regarding participation in Transition Conferences shows that LEA participation in transition conferences for children exiting Part C at age three increased from 79 to 83 percent while TEIS participation declined. In the process of gathering and analyzing this data, some data errors were noted in some TEIS District Offices. These errors and the process of collecting and entering data is being addressed with these offices (see Table CV. – 4)

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**3. Explanation of Progress or Slippage: (continued)**

**Part C Monitoring:**

The new Continuous Improvement Monitoring System (CIMP) process Pilot phase was implemented in the Greater Nashville District June 2004. The new system more clearly defines responsibility per individual agency regarding notification to LEA by the child's second birthday and written transition plans in the IFSP. One element of the CIMP process, the expansion of the web-based data system to include Part C, is still in the RFP stage.

**Part B Focused Monitoring:**

A focused monitoring was conducted during Part B Monitoring follow-up for LEAs in the first CIMP cycle. During the focused monitoring, of the 541 children with IEPs, 286 (53%) had an IEP completed on or before their 3<sup>rd</sup> birthday. This review not only looked at children who had transitioned from Part C, but included those children who were referred to the LEA prior to age three from other sources. The primary reasons for IEPs developed after the age of three fell into two main categories – (1) by the sequence of events leading up to the IEP completion, such as contact with family delayed, completion of evaluation process, and scheduling of the IEP team meeting, and (2) by category of personnel responsible for the event leading to the completion of the IEP such as LEA, evaluator, family, or reason cannot be determined (see Table CV. – 5).

**Traning and Technical Assistance:**

Transition training opportunities for early intervention providers, LEA, parents and Head Start staff have continued to be provided through the collaborative efforts of DSE early intervention, Preschool and Part B Monitoring Consultants during this reporting timeframe on State, Regional and District specific levels. (Early Childhood strand at the DSE Annual Spring Conference '04, Paving the Way to a Smooth Transition powerpoint training module, 618 Child Count Training powerpoint training module on Exit Data collection).

Service Coordination Training Modules including Module #9/Transition revisions are being finalized by the TEIS Training Coordinator for roll-out in FY 04-05.

**4. Projected Targets: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- 100% of children exiting Part C at age 3 will have completed the eligibility determination process for Part B services by their third birthday.
- 100% of children and families will have a written transition plan that supports the transition from early intervention services.
- With parental consent, LEAs will participate in all transition planning conferences for all children exiting Part C Services.
- All children who are determined eligible for Part B services have an IEP by their third birthday.
- Full implementation of the Division's web-based data system will provide on-going, comprehensive, statewide data regarding the number of children exiting the Part C system with IEPs developed by their third birthday.

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**5. Future Activities to Achieve Projected Targets/Results: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Continue to monitor accuracy of data reporting through TEIS Quantitative Data Reports and 618 Child Count Data (includes additional training for accuracy and “clean up” of data).
- Continue to monitor the number and timeliness of transition conferences and participation of E I and LEA personnel in transition conferences through current data system.
- Finalize the full implementation of the web-based data system so that data is readily available at the state office.
- Continue emphasis on local self-assessment including local analysis and reporting performance in the area of transition through the Greant Nashville Pilot phase and the full statewide implementation of the Part C CCIMP process (includes record reviews to monitor written transition plans in the IFSP). Reporting from local districts and agencies is focused on compliance/non-compliance as outlined in IDEA guidelines and State of Tennessee Part C Rules and Regulations.
- Continue E I provider, TEIS Service Coordinator and LEA personnel participation through quarterly Regional Partnership meetings and other joint training opportunities provided by TNDOE/DSE E I and Preschool Personnel for training and TA in order to improve transitions for children exiting the Part C system (includes “Paving the Way” powerpoint, Early Childhood strand at the DSE Annual Spring Conference and implementation of Part C Service Coordination Training Modules/Transition Module #9).
- Increase collaboration with Parent Training and Information Centers for transition training with Part C and Part B personnel.
- Develop information document for parents related to transition in collaboration with Parent Training and Information Center.
- Develop and implement Quarterly Case Report data collection from 9 TEIS district offices (including data fields for Transition Meeting Date).
- Modifications to local data base will be made for transition timelines in order to identify reason for delay in transition meetings

**TABLE**  
**Part C Annual Performance Report**  
**Status of Program Performance**

**6. Projected Timelines and Resources: (for NEXT reporting period July 1, 2004 through June 30, 2005 and on going):**

- Monitoring of data on transition activities – Timeline: Quarterly - Case Reports, Bi-Annually - Quantitative Data, Annually I - 618 Child Count Data. Resources: Part C Data Consultant, Technical Assistant Consultants, TEIS Project Coordinators.
- Regional Partnership Meetings – Timeline: Ongoing. Resources: Preschool and E I Consultants.
- Part C CIMP process Pilot Implementation – Timeline: June, July and August 2004. Resources: DSE Part C Monitoring/TA staff and DMRS Monitoring/TA staff.
- Part C CIMP process statewide implementation – Timeline: September 2004. Resources: DSE Part C Monitoring/TA staff and DMRS Monitoring/TA staff.
- Informational Document for Parents regarding transition – Timeline: September 2005. Resources: PTI Centers, TEIS Training and Information Resource Consultant.
- Implementation of statewide Part C Service Coordination Training Modules: April 2005. Resources: TEIS Training Consultant, Regional TA Consultants, TEIS Project Coordinators.
- Finalization of implementation of the web-based system – Timelines: (Pilot – Fall 2005); DOE Data Systems Contractor; DSE Office of Data Services.
- Modifications to local data base will be made for transition timelines in order to identify reason for delay in transition meetings and to supervise preliminary activities leading to exit from Part C, TA personnel, TEIS District Office Coordinators, TDE EI personnel; July 1, 2005
- Quarterly report analysis-September, 2004.
- 100% compliance for transition timelines will be July 1, 2006.
  - Additional Benchmarks include:
    - 50% of transition meetings within 90 days to 6 months will be Dec. 1, 2004
    - 65% of transition meetings within 90 days to 6 months will be July 1, 2005
    - 85% of transition meetings within 90 days to 6 months will be Dec. 1, 2005
    - 100% of transition meetings within 90 days to 6 months will be July 1, 2006

## Cluster Area I: General Supervision

### Dispute Resolution – Complaints, Mediations, and Due Process Hearings Baseline/Trend Data

(Place explanations to Ia, Ib, and Ic on the Table, Cluster Area I, *General Supervision*, Cell I, *Baseline/Trend Data*)

#### Ia: Complaints under 34 CFR §§303.510-303.512

**(Cell 1) July 1, 2003 - June 30, 2004:** The preferred reporting period is July 1, 2003 through June 30, 2004 (07/01/03 – 06/30/04). If data are not available for this time period, indicate the dates of the twelve-month period for the data reported (e.g., 09/01/03 – 08/31/04).

**(Cell 2) Number of Complaints:** Report the total number of written complaints received by the Lead Agency during the reporting period.

**(Cell 3) Number of Complaints with Findings:** Of the complaints received during the reporting period (Cell 2), report the total number of complaints for which written decisions with findings of non-compliance were made. This count should include complaint dispositions that occurred after June 30, 2004, but before the *closing date for dispositions* of this report (see below, definition for “complaints pending”). Written decisions with findings include citations confirming the validity of any portion of the complaint and requiring correction by the agency(ies) against which the complaint was filed. Do not report here complaint investigations completed that had no substantiated findings of non-compliance (see Cell 4).

**(Cell 4) Number of Complaints with No Findings:** Of the complaints received during the reporting period (Cell 2), enter the total number of complaint investigations completed for which there were no substantiated findings of non-compliance made, including complaint dispositions that occurred after June 30, 2004, but before the *closing date for dispositions* of this report (see below, definition for “complaints pending”).

**(Cell 5) Number of Complaints not Investigated - Withdrawn or No Jurisdiction:** Of the complaints received during the reporting period (Cell 2), report the total number of formal written complaints that were not investigated as the result of the complaint being withdrawn by the complainant, or a complaint determined not within the jurisdiction of the Lead Agency complaints process under 34 CFR §§303.510-303.512 (e.g., a written complaint received that came down to a personnel issue not related to the provision of early intervention services, or a complaint regarding an issue that had previously been decided through a due process hearing). States should include all complaints not investigated for these reasons whether or not the decision not to investigate occurred after June 30, 2004, but before the *closing date for dispositions* of this report (see below, definition for “complaints pending”).

**(Cell 6) Number of Complaints Set Aside Because Same Issues Being Addressed in a Due Process Hearing:** Of the complaints received during the reporting period (Cell 2), report the number of complaint investigations in which extensions were granted for one or more issues in deference to a due process filing under 34 CFR §303.512(c).

**(Cell 7) Number of Complaints with Decisions Issued within 60 Calendar Days:** Of the complaints received during the reporting period (Cell 2), report the total number of complaint investigations completed on time within the standard 60-day timeline. States should include all complaint investigations completed within 60 days of filing (those with substantiated findings and those without such findings) whether or not completed after June 30, 2004, if they were completed before the closing date for *dispositions* of this report (see below, definition for “complaints pending”).

**(Cell 8) Number of Complaints Resolved beyond 60 Calendar Days, with a Documented Extension:** Of the complaints received during the reporting period (Cell 2), report the number of complaint investigations completed on time where timelines were extended (e.g., an extension resulting from deferral to a due process filing under 34 CFR §303.512(c), or an extension granted under 34 CFR §303.512(b), where “exceptional circumstances exist with respect to a particular complaint”)

**(Cell 9) Number of Complaints Pending as of: \_\_\_\_/\_\_\_\_/\_\_\_\_ (enter closing date for dispositions):** Of the complaints received during the reporting period (Cell 2), report the total number of complaint investigations still pending as of the closing date for this report. The closing date for disposition of complaints filed during the reporting period may be set by the state, but generally will be 60 days following the closing date of the twelve-month reporting period.

**Calculation Notes:** (Cell 2) should equal (Cells 3+4+5+9). Total investigations (Cells 3+4) minus Complaints resolved on time (Cells 7+8) should equal the number of complaints completed late (after timelines and/or extensions expired).

#### Ib: Mediations

**(Cell 1) July 1, 2003 - June 30, 2004:** The preferred reporting period is July 1, 2003 through June 30, 2004 (07/01/03 – 06/30/04). If data are not available for this time period, indicate the dates of the twelve-month period for the data reported (e.g., 09/01/03 – 08/31/04).



## Cluster Area I: General Supervision

### Dispute Resolution – Complaints, Mediations, and Due Process Hearings Baseline/Trend Data

(Place explanations to Ia, Ib, and Ic on the Table, Cluster Area I, *General Supervision*, Cell I, *Baseline/Trend Data*)

**(Cell 2) Number of Mediations - Not Related to Hearing Requests:** If the State provides mediation under conditions other than those required under IDEA, report the total number of mediations held (at least initial sessions) during the reporting period that were not preceded by a hearing request. The state should count mediations regardless of the length of the mediation session(s) or whether they resulted in a mediation agreement. A mediation that involved multiple sessions should be counted as a single mediation. A mediation that failed and was followed by a due process request should be counted as not related to a hearing request. If the state makes mediation available only after a due process request has been filed, enter “NA” in this cell.

**(Cell 3) Number of Mediations - Related to Hearing Requests:** Enter the total number of mediations held (at least initial sessions) during the reporting period when the mediation involves the same parties (e.g., parents and school personnel) and was offered in conjunction with or after the filing of a due process request. The state should count mediations regardless of the length of the mediation session(s) or whether the mediation resulted in a written mediation agreement during the reporting period. A mediation that involved multiple sessions should be counted as a single mediation.

**(Cell 4) Number of Mediation Agreements - Not Related to Hearing Requests:** Of the “Number of Mediations - Not Related to Hearing Requests” (Cell 2), report the total number of mediation agreements completed, including those completed prior to the end of the *closing date for dispositions* of this report specified by the state (see below, definition of “mediations pending”). The State should count agreements that address all or any part of the issues raised in the mediation. The number entered into this cell of the table is a subset of Cell 2, the reported number of mediations not related to hearing requests.

**(Cell 5) Number of Mediation Agreements - Related to Hearing Requests:** Of the “Number of Mediations - Related to Hearing Requests” (Cell 3), report the total number of mediation agreements completed, including those completed prior to the end of the *closing date for dispositions* of this report specified by the state (see below, definition of “mediations pending”). The State should count agreements that address all or any part of the issues raised in the mediation.

**(Cell 6) Mediations Pending as of: \_\_\_\_/\_\_\_\_/\_\_\_\_ (enter closing date for dispositions):** Of the mediations held (at least initial sessions) during the reporting period (Cells 2+3), report the total number of mediations still pending (e.g., no agreement reached) as of the closing date for this report. The closing date for disposition of mediations initiated during the reporting period may be set by the state, but generally will be 60 days following the closing date of the twelve-month reporting period.

**Calculation Notes:** Cell 4 is a subset of Cell 2; Cell 5 is a subset of Cell 3. Total mediations held should equal (Cells 2+3). Total mediation agreements should equal (Cells 4+5). No report of total mediations requested or offered can be inferred from these numbers nor is it a required report element.

#### Ic: Due Process Hearings

**(Cell 1) July 1, 2003 - June 30, 2004:** The preferred reporting period is July 1, 2003 through June 30, 2004 (07/01/03 – 06/30/04). If data are not available for this time period, indicate the dates of the twelve-month period for the data reported (e.g., 09/01/03 – 08/31/04).

**(Cell 2) Number of Hearing Requests:** Report the total number of hearing requests received during the reporting period, regardless of whether a hearing was held or the request withdrawn during or after the reporting period. This includes hearings requested and not held because the issue was resolved through mediation. For states with two tiered hearings systems, a case that goes to both levels of hearing should be counted in the year of the first tier request as one hearing.

**(Cell 3) Number of Hearings (fully adjudicated):** Of the total number of hearing requests received during the reporting period (Cell 2), enter the number of due process hearings held (fully adjudicated) during that period or prior to the *closing date for dispositions* of this report (see below, definition for “hearings pending”).

**(Cell 4) Number of Decisions Issued within Hearing Timeline (45 days if Part B procedures under 34 CFR §303.420(a) are adopted; 30 days if Part C procedures under 34 CFR §303.420(b) are established):** Of the total number of hearing requests received during the reporting period (Cell 2), report the number of due process hearings resulting in decisions that were issued within timelines.

**(Cell 5) Number of decisions within Timeline Extended under 34 CFR §300.511(c):** Of the total number of hearing requests received during the reporting period (Cell 2), report the number of due process hearings resulting in

**Cluster Area I: General Supervision**  
**Dispute Resolution – Complaints, Mediations, and Due Process Hearings Baseline/Trend Data**

(Place explanations to Ia, Ib, and Ic on the Table, Cluster Area I, *General Supervision*, Cell I, *Baseline/Trend Data*)

decisions with timelines extended under 34 CFR §300.511(c). The State may not extend the hearing timeline if it elects to establish Part C hearing procedures under 34 CFR §303.420(b).

**(Cell 6) Number of Hearings Pending as of: \_\_\_\_/\_\_\_\_/\_\_\_\_** (enter closing date for dispositions): Of the total number of hearing requests received during the reporting period (Cell 2), report the number of due process hearings still pending as of the date for dispositions included in this report. The closing date for disposition of hearings requested during the reporting period may be set by the state, but generally will be 60 days or more following the closing date of the twelve-month reporting period.

**Calculation Notes:** Cells 3, 4 and 5 are each a subset of Cell 2. Cell 5 is a subset of Cell 4. Cell 4 is a subset of Cell 3. Cell 3 minus Cell 4 will equal the number of decisions issued late. Cell 2 minus (Cells 3+6) should equal the number of due process hearing requests not fully adjudicated because they were withdrawn, judged not subject to full adjudication, settled through mediation, or otherwise no longer pending.

**Part C ATTACHMENT 1**  
**Cluster Area I: General Supervision**  
**Dispute Resolution – Complaints, Mediations, and Due Process Hearings Baseline/Trend Data**  
 (Place explanations to Ia, Ib, and Ic on the Table, Cluster Area I, *General Supervision*, Cell I, *Baseline/Trend Data*)

Ia: Formal Complaints					
(2) Number of Complaints	(3) Number of Complaints with Findings	(4) Number of Complaints with No Findings	(5) Number of Complaints not Investigated – Withdrawn or No Jurisdiction	(6) Number of Complaints Completed/Addressed within Timelines	(7) Number of Complaints Pending as of: ____/____/____ (enter closing date for dispositions)
5	3	1	1	4	0

Ib: Mediations					
(1) July 1, 2003 - June 30, 2004 (or specify alternate period: ____/____/____ to ____/____/____)	Number of Mediations		Number of Mediation Agreements		(6) Number of Mediations Pending as of: ____/____/____ (enter closing date for dispositions)
	(2) Not Related to Hearing Requests	(3) Related to Hearing Requests	(4) Not Related to Hearing Requests	(5) Related to Hearing Requests	
TOTALS	0	0	0	0	0

Ic: Due Process Hearings				
(1) July 1, 2003 - June 30, 2004 (or specify alternate period: ____/____/____ to ____/____/____)	(2) Number of Hearing Requests	(3) Number of Hearings Held (fully adjudicated)	(4) Number of Decisions Issued after Timelines and Extension Expired	(5) Number of Hearings Pending as of: ____/____/____ (enter closing date for dispositions)
TOTALS	0	0	0	0

Reporting Period July 1, 2003 – June 30, 2004**ATTACHMENT 2****ALL SOURCES OF FUNDING FOR EARLY INTERVENTION SERVICES:  
IDENTIFICATION AND COORDINATION OF RESOURCES**Tennessee  
StateJuly 1, 2003 – June 30, 2004  
Reporting Period

Payment through many funding sources for some early intervention services is accessed at the provider level. The State's current data system does not have the capacity to capture actual dollar amounts for cost of these services. The data reflected as percentages is based on the number of times that this payor source was initially designated as a payor on the IFSP because of the family/child's eligibility under the program. Therefore, the percentages included in this APR are based on the number of time that each payor source was designated on IFSPs in the 2003-2004 State FY. In some cases, the potential payor (e.g., Insurance) may deny coverage for a service. In that case, this data is not modified to reflect the actual payor. Access to the funding source will be represented as a percentage of the total number of IFSP designations reported.

**Funding Sources and Supports During the Reporting Period**

Sources of Funding	Amount of Funding	In-Kind Contribution	Services and/or Activities Supported by Each Source	Barriers to Accessing Funds	Comments
<b>Federal Part C</b>	<b>\$ 8,749,467.</b>		State Administration. Systems Infrastructure and Development; Single Point of Entry; Local Points of Entry; Service Coordination; Eligibility Determination, Procedural Safeguards; Monitoring and Evaluation; Public Awareness/Childfind; Interagency Coordinating Council, Training and Technical Assistance; Data Collection and Reporting; Service Coordination Study	None	
<b>Federal (Specify)</b>					
<b>Medicaid/TennCare</b>	<b>36%</b>		Screening; Evaluations/Assessment; OT, PT, Speech, Psychological, Assistive Technology, Family Training, Health, Medical, Audiology, Vision Evaluation		No specific amount of funding is allocated through this resource. Support is accessed at the local level through individual service providers.

\*Be sure to include all sources of Federal, State, and/or local programs, including: Maternal & Child Health (Title V), Medicaid, Developmental Disabilities, Head Start, TriCare, Part B, etc.

APR/SUBMISSION REQUIREMENTS: 2003-2004

OMB NO: 1820-0624 / Expiration Date: 05/31/05

Reporting Period July 1, 2003 – June 30, 2004**ATTACHMENT 2****ALL SOURCES OF FUNDING FOR EARLY INTERVENTION SERVICES:  
IDENTIFICATION AND COORDINATION OF RESOURCES****Funding Sources and Supports During the Reporting Period**

<b>Sources of Funding</b>	<b>Amount of Funding</b>	<b>In-Kind Contribution</b>	<b>Services and/or Activities Supported by Each Source</b>	<b>Barriers to Accessing Funds</b>	<b>Comments</b>
<b>TriCare</b>	<b>29%</b>		Assistive Technology, Hearing Evaluations, Occupational Therapy, Psychological, Physical Evaluations and Therapy, Speech Therapy Evaluations and Services		No specific amount of funding is allocated through this resource. Support is accessed at the local level through individual service providers.
<b>Head Start/Early Head Start</b>	<b>.3%</b>		Family Training, Special Instruction		No specific amount of funding is allocated through this resource. Support is accessed at the local level through individual service providers.
<b>Title V – TN Dept. of Health</b>	<b>2%</b>		Assistive Technology, Hearing Evaluation, Audiology, Health Services, Family Training, Medical Services, Nutrition Services, Social Work, Vision Services, Speech/Language Services, Physical Therapy, Occupational Therapy		No specific amount of funding is allocated through this resource. Support is accessed at the local level through individual service providers.
<b>State* (Specify)</b>					
<b>TN Dept of Ed. TEIS</b>	<b>\$ 7,264,900..</b>		<ul style="list-style-type: none"> <li>• Early Intervention Services Required Per IFSP as payor of last resort. See breakdown below.</li> <li>• \$ 983,734 is administered through DMRS as expansion funds for 14 of their 38 contracting agencies and provided services to 444 children, primarily special instruction in home and community based settings).</li> <li>• 5 Early Intervention Resource Agencies (EIRAs).</li> </ul>		

**ATTACHMENT 2**

**ALL SOURCES OF FUNDING FOR EARLY INTERVENTION SERVICES:  
IDENTIFICATION AND COORDINATION OF RESOURCES**

**Funding Sources and Supports During the Reporting Period**

Sources of Funding	Amount of Funding	In-Kind Contribution	Services and/or Activities Supported by Each Source	Barriers to Accessing Funds	Comments
<b>TN Dept of Ed TIPS</b>	<b>\$ 8,629,100.</b>	<b>0</b>	Statewide home and community based early intervention services including family training, special instruction, on-going assessment, and some evaluations.	<b>None</b>	
<b>TN Division of Mental Retardation Services</b>	<b>\$ 7,000,000.</b>	<b>0</b>	Special instruction – home and community based with various options for intensity, parent training, service coordination, evaluation/assessment, peer participation, and transportation.	<b>None</b>	
<b>Local* (Specify)</b>					
<b>Private Insurance, Fees</b>					
<b>Other(s) Non-Federal (Specify)</b>					
<b>Private Insurance Fees</b>	<b>33%</b>	<b>0</b>	Screening; Evaluations/Assessment; OT, PT, Speech, Psychological, Assistive Technology, Family Training, Health, Medical, Audiology, Vision Evaluation		No specific amount of funding is allocated through this resource. Support is accessed at the local level through individual service providers.
<b>Total Early Intervention Support</b>	<b>\$ 31,643,467.</b>				

Reporting Period July 1, 2003 – June 30, 2004**ATTACHMENT 2**

**ALL SOURCES OF FUNDING FOR EARLY INTERVENTION SERVICES:  
IDENTIFICATION AND COORDINATION OF RESOURCES**

The following reflects services supported, as payer of last resort, by TN Department of Education State allocation through contractual arrangements for TEIS local points of entry from July 1, 2003 – June 30, 2004. Breakdown of direct services provided through TEIS as payer of last resort:

<b>Service</b>	<b>2003-2004 # Children for Whom Service Was Purchased</b>	<b>Total 2003-2004 Service Costs</b>
<b>Assessment/Evaluation</b>	<b>4770</b>	<b>\$ 333,247</b>
<b>Assistive Technology</b>	<b>236</b>	<b>158,800</b>
<b>Audiology</b>	<b>39</b>	<b>8,206</b>
<b>Family Training</b>	<b>256</b>	<b>190,561</b>
<b>Supports in Natural Environments</b>	<b>39</b>	<b>17,239</b>
<b>Occupational Therapy</b>	<b>872</b>	<b>196,561</b>
<b>Physical Therapy</b>	<b>917</b>	<b>685,761</b>
<b>Psychological Services</b>	<b>65</b>	<b>22,103</b>
<b>Special Instruction</b>	<b>792</b>	<b>712,106</b>
<b>Speech Language</b>	<b>1789</b>	<b>1,880,673</b>
<b>Transportation</b>	<b>1979</b>	<b>581,628</b>
<b>Health Services</b>	<b>0</b>	<b>0</b>
<b>Nursing Services</b>	<b>0</b>	<b>0</b>
<b>Nutrition Services</b>	<b>6</b>	<b>1,001</b>
<b>Translation/Interpreter</b>	<b>160</b>	<b>27,530</b>
<b>Vision</b>	<b>37</b>	<b>12,743</b>
<b>Consultation</b>	<b>626</b>	<b>29,090</b>
<b>Other*</b>		